



Revision number:

Purchasing Agent: Rosalie Nance

Phone: (801) 538-3145

Email: rnance@utah.gov

Item: FREESTANDING METAL FURNITURE, FILES, CHAIRS

Vendor: 04327C Henriksen/Butler Design Group
249 South 400East
Salt Lake City, UT 84111

Internet Homepage: www.hbdg.com

Contact: Paige Wright
Telephone: (801) 363-5881
Fax number: (801) 359-4326
Email address: pwright@hbdg.com

Usage Report Contact: Paige Wright
Telephone: (801) 363-5881
Fax number: (801) 359-4326
Email address: pwright@hbdg.com
Reporting Type: Line-Item

Brand/trade name: Herman/Miller

Price: Discount from Herman Miller January 2006 Catalog
Terms: NET 30
Effective dates: 8/01/06 through 8/01/09
Renewal options remaining: Two 1-year renewals
Days required for delivery: 15-40 Business Days
Price guarantee period: 1 year
Freight: No additional charge throughout the State
Minimum order:
Min shipment without charges: None
Other conditions: Contract potentially renewable through 8/01/2011

This is a new contract

BID NO. RC6914

NOTE TO AGENCIES:

THIS IS A MULTIPLE AWARD - REFER TO FOLLOWING CONTRACTS BEFORE
MAKING PURCHASING DECISION:

MA-1417	Midwest Office Supply
MA-117	Henriksen Butler
MA-345	MBI, Inc.
MA-1420	CCG Howells
PA-022	Utah Correctional Industries – Wood Furnishings and Metal Chairs
AR-2015	Craig Johnson and Associates



This contract covers only those items listed in the price schedule. It is the responsibility of the agency to ensure that other items purchased are invoiced separately. State agencies will place orders directly with the vendor creating a DO in Finet. Agencies will return to the vendor any invoice which reflects incorrect pricing.

The furniture awarded in this contract may be viewed at
<http://www.hbdg.com>

Henriksen/Butler will be required to provide the following services as part of this contract:

1. All furniture and chair parts are fully warranted for 10 years. This warranty covers both parts and labor for three working shifts with no limitations. All labor costs are included in the warranty at no additional cost to the State of Utah.
2. Henriksen/Butler must have and maintain one or two dedicated representatives who will be available during regular working hours to provide customer service i.e. telephone calls, product questions, order placement, and warranty questions.
3. Henriksen/Butler must have and maintain one or two qualified service technicians on staff.
4. Henriksen/Butler must have hard copies of all catalogues awarded available to contract users. In addition, Henriksen/Butler must provide a product catalogue specific to the State of Utah which includes pictures, product descriptions, and prices for all items awarded on this contract. All catalogues must be provided at no charge at the request of the contract user.
5. All furniture and chairs must be completely assembled when delivered. All pricing includes delivery and installation for all areas within the State of Utah. Henriksen/Butler shall provide assistance in proper ergonomic set up with the end user. Installed delivery shall be defined as being completely assembled, delivered and set up at the specific designated location within the ordering agency. All packaging will be removed by Henriksen/Butler.
6. When the repair or replacement of a chair or other furniture under warranty becomes necessary, Henriksen/Butler shall act as a servicing agent for the manufacturer to remedy the problem. All repair/replacement work shall be coordinated by Henriksen/Butler. All repair work must be completed within one business week of initial notification. All defective products/components shall be replaced or exchanged within seven days of the initial notification.
7. If the chair or other contracted furniture needs to be removed from the office where it is located, Henriksen/Butler shall provide loaner furniture until repair or replacement can be completed. All repair/replacement work shall be completed at no cost to the State during the warranty period. Henriksen/Butler is also required to have a sufficient parts inventory.
8. Henriksen/Butler must have available an employee who can conduct ergonomic seminars



for contract users to assure proper use, healthy work habits and proper interface with the user's furniture, if requested.

9. Henriksen/Butler must have demonstration chairs available to take to any State or Local government facility for use on a trial basis at no charge.

Please refer to the following table to see the furniture/seating discounts, off their published price list, available in this contract.

Product	Product Category	Catalog Date	Percent Discount
Aeron Chairs	Seating	Prices effective September 6, 2005. Published January 2006.	47
Ambi Chairs	Seating	Prices effective September 6, 2005. Published January 2006.	56
Aside Chairs	Seating	Prices effective September 6, 2005. Published January 2006.	51
Caper Chairs	Seating	Prices effective September 6, 2005. Published January 2006.	47
Celeste Seating	Seating	Prices effective September 6, 2005. Published January 2006.	47
Celle Chairs	Seating	Prices effective September 6, 2005. Published May 2006.	47
Classic Seating	Seating	Prices effective September 6, 2005. Published April 2006.	47
Equa 2 Chairs	Seating	Prices effective September 6, 2005. Published January 2006.	58
Ergon 3 Chairs	Seating	Prices effective September 6, 2005. Published January 2006.	58
Limerick Chairs	Seating	Prices effective September 6, 2005. Published January 2006.	51
Mirra Chairs	Seating	Prices effective September 6, 2005. Published January 2006.	47
Reaction Chairs	Seating	Prices effective September 6, 2005. Published January 2006.	59
Geiger Seating & Tables	Seating, Tables	Prices effective April 2006. Published April 2006.	47
Arrio Teardrop Table	Tables	Prices effective September 6, 2005. Published January 2006.	45



Avive Table Collection	Tables	Prices effective September 6, 2005. Published March 2006.	65
Burdick Group Furniture	Tables	Prices effective September 6, 2005. Published March 2006.	45
Eames Tables	Tables	Prices effective September 6, 2005. Published March 2006.	65
The Intersect Portfolio	Seating, Tables	Prices effective September 6, 2005. Published July 2005.	47
M-Collection	Tables	Prices effective September 6, 2005. Published September 2005.	63
Occasional Tables	Tables	Prices effective September 6, 2005. Published March 2006.	47
Q Tables	Tables	Prices effective September 6, 2005. Published March 2006.	68.5
Generic Seating Parts	Seating		50
5000 Series Furniture	Desks, Credenzas	Prices effective September 6, 2005. Published January 2006.	56
Meridian Lateral Files	Files - Lateral	Prices effective September 6, 2005. Published March 2006.	53.5
Meridian Pedestals and Pedastools	Files - Pedestals	Prices effective September 6, 2005. Published March 2006.	53.5
Meridian Stackable Storage Cabinets	Files - Storage Cabinets	Prices effective September 6, 2005. Published April 2006.	53.5
Meridian Storage Cases, Bookcases, and Flex Storage Cabinets	Bookcases, Storage Cabinets	Prices effective September 6, 2005. Published March 2006.	53.5
Meridian Storage Towers	Files - Storage Cabinets	Prices effective September 6, 2005. Published April 2006.	53.5
Passage	Desks, Credenzas	Prices effective September 6, 2005. Published January 2006.	50
Quadrant Filing and Storage	Files - Lateral, Pedestal, Storage Cabinets	Prices effective September 6, 2005. Published April 2006.	59*
Exceptions to the Quadrant Filing and Storage discount			
B-Pull Freestanding Lateral Files, pages 5-7 of catalog			46
F-Pull Freestanding Lateral Files, pages 8-12 of catalog			46
S-Pull Freestanding Lateral Files, pages 20-23 of catalog			65
S-Pull Freestanding Pedestal, pages 59-64 of catalog			65



FINET COMMODITY CODE(S): For Agency use only

42503000000 - BOOKCASES AND BOOKSHELVES, METAL

42506000000 - CHAIRS, METAL

42513000000 - CREDENZA UNIT, METAL

42520000000 - DESKS AND TABLES, METAL

42540000000 - FILING CABINETS, METAL: CARD, JUMBO, LATERAL, LEGAL

REVISION HISTORY:

Bid #RC6914 - Freestanding Furniture, desks, files, chairs, etc.

Creation Date Apr 20, 2006

End Date May 3, 2006 2:00:00 PM MDT

Start Date Apr 20, 2006 8:11:48 AM MDT

Awarded Date Jun 28, 2006

RC6914-1-01 Freestanding Furniture					
Vendor	Unit Price	Qty/Unit	Total Price	Attch.	Docs
THE OFFICE PRODUCTS DEALER	First Offer -	1 / contract			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Vendor Notes:			
Canter (KI)	First Offer -	1 / contract			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Vendor Notes:			
Craig Johnson & Associates	First Offer -	1 / contract		Y	Y
Agency Product Code: Agency Notes:		Supplier Product Code: Vendor Notes: We have submitted hard copy Brochures to Purcahsing Department.			
Henriksen Butler	First Offer -	1 / contract		Y	Y
Agency Product Code: Agency Notes:		Supplier Product Code: Vendor Notes: Henriksen Butler and Herman Miller would like to thank the State of Utah for allowing us the opportunity to respond to this bid. We also want to note how much we've enjoyed working with the State during this past contract period, and we look forward to continuing this relationship into the future. Sincerely, Paige Wright, VP Sales David Colling, President Barbara Bruno, Herman Miller Rep			
CCG/Howells LLC	First Offer -	1 / contract		Y	Y
Agency Product Code: Agency Notes:		Supplier Product Code: Vendor Notes:			
The HON Company	First Offer -	1 / contract		Y	Y
Agency Product Code: Agency Notes:		Supplier Product Code: Vendor Notes:			
Midwest Office	First Offer -	1 / contract		Y	Y
Agency Product Code: Agency Notes:		Supplier Product Code: Vendor Notes:			
Mountain West Enterprises, Inc.	First Offer -	1 / contract			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Vendor Notes: #10 KSL,Hyclone Labs,LDS Church, Melaleuca,INL #11 Saltlake,Provo will deliver from SLC office. Outside of this area will be quoted. #12 SLC Office #13 yes #15 Traing provided by SLC office TBD #17 Non-obsolescence policy as per manf. #18 yes			
MBI Co	First Offer -	1 / contract		Y	Y
Agency Product Code: Agency Notes:		Supplier Product Code: Vendor Notes:			

Vendor Totals

<u>THE OFFICE PRODUCTS DEALER</u>		\$0.00
Bid Contact	KYLE R BEHNKE k.behnke@opdealer.com Ph 801-973-8388	Address 1030 WEST 2612 SOUTH SALT LAKE CITY, UT 84119
Agency Notes:	Vendor Notes:	
<u>The HON Company</u>		\$0.00
Bid Contact	Randy Hermann hermannr@honcompany.com Ph 800-553-8230 x7086	Address 200 Oak Street Muscatine, IA 52761
Agency Notes:	Vendor Notes:	
<u>Canter (KI)</u>		\$0.00
Bid Contact	Ben Jenkinson benjamin.jenkinson@ki.com Ph 801-596-1363 Fax 801-328-4861	Address 248 Edison Street Salt Lake City, UT 84111
Agency Notes:	Vendor Notes:	
<u>Craig Johnson & Associates</u>		\$0.00
Bid Contact	Craig Johnson cja5305@aol.com Ph 801-486-2888 Fax 801-486-2897	Address 1401 South Major St. Salt Lake City,, UT 84115
Vendor Code	20995	
Qualifications	SB	
Bid Notes	Where is the space to answer qualifying questions. I will type up and attach. I am not sure you are getting everything. Please note I have supported all this information with a hard copy to the State. I have gone back to the bid and modified plus attachments.	
Agency Notes:	Vendor Notes:	
<u>Mountain West Enterprises, Inc.</u>		\$0.00
Bid Contact	Kent Poole kpooles@ypc.net Ph 801-943-8823 Fax 801-943-9822	Address 9691 Buttonwood Drive Sandy, UT 84092
Vendor Code	108866	
Agency Notes:	Vendor Notes:	
<u>Midwest Office</u>		\$0.00
Bid Contact	Steve e Peterson stevep@midwestoffice.com Ph 801-359-7681 x228 Fax 801-355-3713	Address 987 S. West Temple Salt Lake City, UT 84101
Agency Notes:	Vendor Notes:	
<u>CCG/Howells LLC</u>		\$0.00
Bid Contact	Carmelle Jensen cjensen@ccghowells.com Ph 801-359-6622 Fax 801-359-6636	Address 358 South Rio Grande Salt Lake City, UT 84101
Bid Notes	Please acknowledge receipt via email of Bid response number #RC6914 from CCGHowells dated May 2nd 2006. Time sent 3:15 MST. Please review and acknowledge bid has been received and completed in all categories as requested. Carmelle Jensen, Principal cjensen@ccghowells.com (801) 359-6622	
Agency Notes:	Vendor Notes:	

<u>Henriksen Butler</u>		\$0.00
Bid Contact	Paige Wright pwright@hbdg.com Ph 801-363-5881	Address 249 South 400 East Salt Lake City, UT 84111
Agency Notes:		Vendor Notes:
<u>MBI Co</u>		\$0.00
Bid Contact	Michael Bowen mbowen@mbibusdesigns.com Ph 801-322-0444 Fax 801-322-0454	Address 38 East 800 South SALT LAKE CITY, UT 84111
Agency Notes:		Vendor Notes:

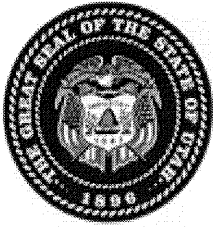
* * All bids/proposals submitted for the designated project are reflected on this tabulation sheet. However, the listing of the bid/proposal on this tabulation sheet shall not be construed as a comment on the responsiveness of such bid/proposal or as any indication that the agency accepts such bid/proposal as being responsive. The agency will make a determination as to the responsiveness of the vendor responses submitted based upon compliance with all applicable laws, purchasing guidelines and project documents, including but not limited to the project specifications and contract documents. The agency will notify the successful vendor upon award of the contract and, as according to the law, all bid/proposal responses received will be available for inspection at that time.

Henriksen Butler

Bid Contact Paige Wright
pwright@hbdg.com
 Ph 801-363-5881

Address 249 South 400 East
 Salt Lake City, UT 84111

Item #	Line Item	Notes	Unit Price	Qty/Unit	Total Price	Attch.	Docs
RC6914-1-01	Freestanding Furniture	<p>Supplier Product Code:</p> <p>Henriksen Butler and Herman Miller would like to thank the State of Utah for allowing us the opportunity to respond to this bid. We also want to note how much we've enjoyed working with the State during this past contract period, and we look forward to continuing this relationship into the future.</p> <p>Sincerely,</p> <p>Paige Wright, VP Sales David Colling, President Barbara Bruno, Herman Miller Rep</p>	First Offer -	1 / contract		Y	Y
			Vendor Total		\$0.00		

Vendor: **Henriksen Butler**

State of Utah Invitation to Bid State Cooperative Contract

Company Name Henriksen Butler		Federal Tax Identification Number 87-0556996	
Ordering Address 249 South 400 East	City Salt Lake City	State UT	Zip Code 84111
Remittance Address (if different from ordering address)	City	State	Zip Code
Type <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Proprietorship <input type="checkbox"/> Government		Company Contact Person Paige Wright	
Telephone Number (include area code) 801-363-5881	Fax Number (include area code) 801-359-4326	Email Address pwright@hbdg.com	
Discount Terms (for bid purposes, bid discounts less than 30 days will not be considered) Length of Contract & extensions		Days Required for Delivery After Receipt of Order (see attached for any required minimums) 15-40 Business Days	
Brand/Trade Name Herman Miller, Inc., it's owned companies and formal alliance companies		Price Guarantee Period (see attached specifications for any required minimums) 1 Year from contract start date	
Minimum Order \$0		Company's Internet Web Address www.hbdg.com	
The undersigned certifies that the goods or services offered are produced, mined, grown, manufactured, or performed in Utah. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> . If no, enter where produced, etc. West Michigan, USA			
Offeror's Authorized Representative's Signature Paige Wright <i>SIGNED ELECTRONICALLY</i>		Print or type name and title Vice President, Sales	Date 6/14/2006
State of Utah Division of Purchasing Approval Douglas G. Richins, Director <i>D. Richins</i>		Date JUN 22 2006	Contract Number MA 117

Note: When approved and signed by the State Director of Purchasing, this document becomes the contract.



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To: Bill Emelander
Bob Roth
Randy Ruster
Doug Wesseldyke

Requested By: Doug Wesseldyke 10/07/02
Tested By: Jonathan Roblin 11/05/02 to 01/05/03
Submitted By: Jonathan Roblin 01/20/03

1. Scope

1.1 To test the performance and structural integrity of various Aeron® chairs when subjected to the following tests per ANSI/BIFMA X5.1 – 2002 (DRAFT, Dated 10/10/02):

- Stability Test – Dynamic
- Arm Strength Test – Vertical - Static
- Arm Strength Test – Horizontal – Static
- Swivel Test - Cyclic
- Arm Durability Test – Cyclic
- Drop Test – Dynamic
- Seating Durability Test – Cyclic
- Back Durability Test – Static – Type I
- Back Durability Test – Static – Type II and III
- Back Strength Test – Static – Type I
- Back Strength Test – Static – Type II and III
- Tilt Mechanism Test – Cyclic
- Leg Strength Test – Front and Side Application
- Chair Base and Caster Test – Cyclic
- Base Test - Static

1.2 Project name: Aeron BIFMA Testing
Project number: Z09380

This report applies only to the specific sample(s) tested under stated test conditions and test results are not necessarily indicative of the qualities of apparently identical or similar test or operating conditions.

This test report shall not be reproduced except in full without written approval from:
Herman Miller, Inc., Test Lab, 855 East Main Avenue, P.O. Box 302, Zeeland, MI 49464-0302
Phone: (616) 654 8977 Fax: (616) 654 8181



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2. Product Description

- 2.1 The following products were provided for testing by the Herman Miller, Inc., Greenhouse Facility:

<u>Samples</u>	<u>Description</u>	<u>Specifics</u>
10.1, 10.2	Aeron A-size chairs	Extended height range Tilt limiter Fixed arms No lumbar 2-1/2" hard casters
11.1, 11.2, 11.3	Aeron B-size chairs	Extended height range Tilt limiter Fixed arms No lumbar 2-1/2" hard casters
12.1	Aeron C-size chair	Extended height range Tilt limiter Fixed arms No lumbar 2-1/2" hard casters
20.1, 20.2, 20.3	Aeron side chair	No lumbar No glides
100.1	Aeron A-size base assembly	2-1/2" hard casters
101.1	Aeron A-size base assembly	2-1/2" soft casters
105.1	Aeron B/C-size base assembly	2-1/2" hard casters
106.1	Aeron B/C-size base assembly	2-1/2" soft casters
110.1	Aeron A-size base assembly	No casters
111.1	Aeron B/C-size base assembly	No casters



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3. Summary

- 3.1 The following table summarizes the results of the testing of Aeron chairs to the requirements of ANSI/BIFMA X5.1 – 2002 (DRAFT):

<u>Test</u>	<u>Samples</u>	<u>Results</u>
Stability Test – Dynamic	10.1, 11.1, 12.1 and 20.1	All samples met the requirement.
Arm Strength Test – Vertical – Static	10.1	Sample met the requirement.
Arm Strength Test – Horizontal – Static	10.1	Sample met the requirement.
Swivel Test – Cyclic	10.1	Sample met the requirement.
Arm Durability Test – Cyclic	10.2	Sample met the requirement.
Drop Test – Dynamic	10.2, 11.3, 12.1 and 20.3	All samples met the requirement.
Seating Durability Test – Cyclic	11.1, 12.1, 20.1	All samples met the requirement.
Back Durability Test – Static – Type I	11.3	Sample met the requirement.
Back Durability Test – Static – Type II and III	11.1 and 20.3	Both samples met the requirement.
Back Strength Test – Static – Type I	11.2	Sample met the requirement.
Back Strength Test – Static – Type II and III	11.1 and 20.2	Both samples met the requirement.
Tilt Mechanism Test – Cyclic	11.2	Sample met the requirement.
Leg Strength Test – Front and Side Application	20.1	Sample met the requirement.
Chair Base and Caster Test – Cyclic	100.1, 101.1, 105.1 and 106.1	All samples met the requirement.
Base Test - Static	110.1 and 111.1	Both samples met the requirement.

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4. Test Results

4.1 Stability Test – Dynamic:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 12.

4.1.1 Rear Stability:

Notes:

- Chair was placed on concrete floor with casters in least stable orientation.
- Rear casters were blocked with ½" obstacles.
- A 173-lb. load block was positioned on seat and strapped to the chair back (see Photo 39,738a).
- Using a 1" strap and a force gage, a rearward force was applied to the chair, in-line with the top of the load block.
- Force was increased until the full weight of the chair was transferred to the rear casters.
- All samples were tested with the tilt lock engaged, then disengaged, except Sample 20.1 which was a non-tilting chair.
- Temperature = 73° F. Humidity = 42% RH



<u>Sample</u>	<u>Tilt Lock</u>	<u>Load to Transfer Weight to Rear Casters (lbs.)</u>
12.1	Off	60.3
	On	70.5
11.1	Off	61.6
	On	67.9
10.1	Off	54.0
	On	68.3
20.1	N/A	84.9

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4.1 Stability Test – Dynamic (continued):**4.1.2 Front Stability:****Notes:**

- Chair was placed on a test platform with casters in least stable orientation.
- Front casters were blocked with ½" obstacles.
- A 135 lb. vertical load was applied through an 8" diameter disc, centered 2.4" from the front edge (see Photo 39,738b).
- A horizontal load of 4.5 lbs. was applied level with the plane of the top of the seat.
- Temperature = 73° F. Humidity = 42% RH



<u>Sample</u>	<u>Vertical Load (lbs.)</u>	<u>Horizontal Load (lbs.)</u>	<u>Observations</u>
10.1	135	4.5	Sample did not tip over as a result of the force application.
11.1	135	4.5	Sample did not tip over as a result of the force application.
12.1	135	4.5	Sample did not tip over as a result of the force application.
20.1	135	4.5	Sample did not tip over as a result of the force application.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 12.4:

The chair shall not tip over as the result of the force application.



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4.2 Arm Strength Test – Vertical - Static:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 13.

Notes:

- Samples were secured at the base to a test platform with all adjustments set to normal use (midpoint) conditions.
- Loads were applied vertically through a 5" load adapter centered 2.5" from the front edge of the arm.
- Loads were as follows:

Functional load: 200 lbs. applied for 1 minute.

Proof load: 300 lbs. applied for 1 minute.

- Temperature = 71° F. Humidity = 28% RH

<u>Sample</u>	<u>Load (lbs.)</u>	<u>Time (min.)</u>	<u>Observations</u>
10.1	200	1	No loss of serviceability observed.
	300	1	No sudden and major change in structural integrity observed.
20.1	200	1	No loss of serviceability observed.
	300	1	No sudden and major change in structural integrity observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 13:**Functional Load:**

There shall be no loss of serviceability.

Proof Load:

*There shall be no sudden and major change in the structural integrity of the chair.
Loss of serviceability is acceptable.*



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4.3 Arm Strength Test – Horizontal – Static:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 14.

Notes:

- Samples were secured at the base to a test platform with all adjustments set to normal use (midpoint) conditions.
- Loads were applied horizontally through cable attached 1" from the front edge of the arm.
- Loads were as follows:

Functional load: 100 lbs. applied for 1 minute.

Proof load: 150 lbs. applied for 1 minute.

- Temperature = 71° F. Humidity = 28% RH

<u>Sample</u>	<u>Load (lbs.)</u>	<u>Time (min.)</u>	<u>Observations</u>
10.1	100	1	No loss of serviceability observed.
	150	1	No sudden and major change in structural integrity observed.
20.1	100	1	No loss of serviceability observed.
	150	1	No sudden and major change in structural integrity observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 14:**Functional Load:**

A functional load applied once shall cause no loss of serviceability.

Proof Load:

A proof load applied once shall cause no sudden and major change in the structural integrity of the chair. Loss of serviceability is acceptable.



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4.4 Swivel Test – Cyclic:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 9.

Notes:

- Sample was secured to a test platform.
- Sample was initially set to the highest adjustment point for the test, with all other adjustments set to normal use (midpoint) conditions.
- A 225 lb. load was placed 2" forward of the centerline of the spindle.
- The upper portion of the sample was secured against movement so that only the base swiveled.
- One cycle = one complete 360° rotation in one direction.
- At 30,000 cycles, the seat was lowered to the lowest adjustment point, and the test resumed for the final 30,000 cycles.
- Temperature ranged from 71 to 73° F. Humidity ranged from 27 to 55% RH.

<u>Sample</u>	<u>Cycles</u>	<u>Observations</u>
10.1	0	Test begun with seat in highest position.
	30,000	No loss of serviceability observed. Seat repositioned to the lowest adjustment point. Test resumed.
	60,000	Test complete. No loss of serviceability observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 9:

60,000 cycles. There shall be no loss of serviceability.

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4.5 Arm Durability Test – Cyclic:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 20.

Notes:

- Samples were secured to a test platform.
- Sample 10.2 was restrained from swiveling.
- A 90 lb. - 10° outward load was applied and removed from each arm once per cycle (see Photo 39,738c).



- Temperature ranged from 71 to 74° F. Humidity ranged from 28 to 40% RH.

<u>Sample</u>	<u>Cycles</u>	<u>Observations</u>
10.2	0	Test begun.
	60,000	Test complete. No structural breakage or loss of serviceability observed.
20.2	0	Test begun.
	60,000	Test complete. No structural breakage or loss of serviceability observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 20:

60,000 cycles. Structural breakage or loss of serviceability shall constitute failure.



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4.6 Drop Test – Dynamic:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 8.

Notes:

- Chair was placed on concrete floor.
- Each sample was initially set to the highest adjustment point for the test, with all other adjustments set to normal use (midpoint) conditions.
- A Functional load of 225 lbs. placed in a 16" diameter bag was released and allowed to freefall to the center of the seat once from a height of 6".
- Test was then repeated with a Proof load of 300 lbs. dropped once from 6".
- Each sample, except Sample 20.3, which was not height adjustable, was then set to its lowest adjustment point. Functional and Proof load drops were then repeated once each from 6".
- Temperature = 72° F. Humidity = 19% RH

<u>Sample</u>	<u>Seat Height</u>	<u>Load (lbs.)</u>	<u>Observations</u>
10.2	Maximum	225 300	No loss of serviceability observed. No sudden and major change in structural integrity observed.
	Minimum	225 300	No loss of serviceability observed. No sudden and major change in structural integrity observed.
11.3	Maximum	225 300	No loss of serviceability observed. No sudden and major change in structural integrity observed.
	Minimum	225 300	No loss of serviceability observed. No sudden and major change in structural integrity observed.
12.1	Maximum	225 300	No loss of serviceability observed. No sudden and major change in structural integrity observed.
	Minimum	225 300	No loss of serviceability observed. No sudden and major change in structural integrity observed.
20.3	N/A	225	No loss of serviceability observed.
	N/A	300	No sudden and major change in structural integrity observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 8:**Functional Load:**

There shall be no loss of serviceability.

Proof Load:

*There shall be no sudden and major change in the structural integrity of the chair.
Loss of serviceability is acceptable.*



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4.7 Seating Durability Test – Cyclic:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 11.

Note: Test consists of two parts: Impact Test and Front Corner Load Ease Test.

4.7.1 Impact Test:**Notes:**

- Adjustable features on Samples 11.1 and 12.1 were set to midpoint. Sample 20.1 had no adjustable features.
- 2" sheet of 45 lbf. IFD foam was placed on the seat of each sample (new piece for each sample).
- A 125 lb. load was applied through a 16" bag dropped once per cycle from a height of 1" (measured at the non-deflected center of the seat).
- Temperature ranged from 70 to 73° F, humidity from 27 to 40% RH.

<u>Sample</u>	<u>Cycles</u>	<u>Observations</u>
11.1	0	Test begun.
	100,000	No loss of serviceability observed.
12.1	0	Test begun.
	100,000	No loss of serviceability observed.
20.1	0	Test begun.
	100,000	No loss of serviceability observed.

4.7.2 Front Corner Load Ease Test:**Notes:**

- Samples were clamped to a test platform, with steel brackets installed behind the seat back to prevent the chair from swiveling in reaction to the load.
- A 165 lb. load was alternately applied to each front corner of the seat through 8" loading devices.
- One cycle = one 165 lb. load to each front corner.
- Temperature ranged from 70 to 73° F, humidity from 27 to 36% RH.



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4.7 Seating Durability Test – Cyclic (continued):

<u>Sample</u>	<u>Cycles</u>	<u>Observations</u>
11.1	0	Test begun.
	20,000	No loss of serviceability observed.
12.1	0	Test begun.
	20,000	No loss of serviceability observed.
20.1	0	Test begun.
	8,963	Right side seat frame attachment bolt had started to back out. Bolt re-tightened, test resumed.
	20,000	No loss of serviceability observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 11:

There shall be no loss of serviceability to the chair after completion of both the impact and load ease tests.

4.8 Back Durability Test – Static – Type I:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 15.

Notes:

- Sample was secured to a test platform.
- All adjustable features set to normal use (midpoint) conditions.
- A 225 lb. load was evenly distributed on the seat.
- Height of the attachment device was 16" up from the seat.
- Sample was subjected to a 100 lb., 90° back pull once per cycle.
- Initially the loading device was attached to the side-to-side center of the backrest for 80,000 cycles.
- Attachment point was moved 4" to the left of center, then 4" right of center, for 20,000 cycles at each location.
- Temperature ranged from 71 to 74° F. Humidity ranged from 24 to 36% RH.

<u>Sample</u>	<u>Attachment Point</u>	<u>Cycles</u>	<u>Observations</u>
11.3	Center	0	Test begun.
		80,000	No loss of serviceability observed.
	Left	0	Test begun.
		20,000	No loss of serviceability observed.
	Right	0	Test begun.
		20,000	No loss of serviceability observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 15:

There shall be no loss of serviceability.



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4.9 Back Durability Test – Static – Type II and III:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 16.

Notes:

- Sample was secured to a test platform.
- All adjustable features on Sample 11.1 set to normal use (midpoint) conditions. Tilt lock was fully engaged.
- Sample 20.3 had no adjustable features.
- A 225 lb. load was evenly distributed on the seat.
- Height of the attachment device was 16" up from the seat.
- Sample was subjected to a 100 lb., 90° back pull once per cycle.
- Initially the loading device was attached to the side-to-side center of the backrest for 80,000 cycles.
- Attachment point was moved 4" to the left of center, then 4" right of center, for 20,000 cycles at each location.
- Temperature ranged from 70 to 74° F. Humidity ranged from 25 to 38% RH.

<u>Sample</u>	<u>Attachment Point</u>	<u>Cycles</u>	<u>Observations</u>
11.1	Center	0	Test begun.
		80,000	No loss of serviceability observed.
	Right	0	Test begun.
		20,000	No loss of serviceability observed.
20.3	Left	0	Test begun.
		20,000	No loss of serviceability observed.
	Center	0	Test begun.
		80,000	No loss of serviceability observed.
	Right	0	Test begun.
		20,000	No loss of serviceability observed.
	Left	0	Test begun.
		20,000	No loss of serviceability observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 16:

There shall be no loss of serviceability.



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4.10 Back Strength Test – Static – Type I:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 15.

Notes:

- Sample was secured to a test platform.
- All adjustable features set to normal use (midpoint) conditions.
- Height of the attachment device was 16" up from the seat.
- Sample was subjected to a Functional load of 200 lb., at 90° to the plane of the back for 1 minute.
- Sample was subjected to a Proof load of 300 lb., at 90° to the plane of the back for 1 minute.
- Temperature = 71° F. Humidity = 16% RH

<u>Sample</u>	<u>Load (lbs.)</u>	<u>Time (min.)</u>	<u>Observations</u>
11.2	200	1	No loss of serviceability observed.
	300	1	No sudden and major change in structural integrity observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 5:***Functional load:***

There shall be no loss of serviceability.

Proof Load:

*There shall be no sudden and major change in the structural integrity of the chair.
Loss of serviceability is acceptable.*



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4.11 Back Strength Test – Static – Type II and III:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 6.

Notes:

- Sample was secured to a test platform.
- All adjustable features on Sample 11.1 set to normal use (midpoint) conditions. Tilt lock was fully engaged.
- Sample 20.2 had no adjustable features.
- Height of the attachment device was 16" up from the seat.
- Sample was subjected to a Functional load of 150 lb., at 90° to the plane of the back for 1 minute.
- Sample was subjected to a Proof load of 250 lb., at 90° to the plane of the back for 1 minute.
- Temperature = 71° F. Humidity = 16% RH

<u>Sample</u>	<u>Load (lbs.)</u>	<u>Time (min.)</u>	<u>Observations</u>
11.1	150	1	No loss of serviceability observed.
	250	1	No sudden and major change in structural integrity observed.
20.2	150	1	No loss of serviceability observed.
	250	1	No sudden and major change in structural integrity observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 6:**Functional Load:**

A functional load applied once shall cause no loss of serviceability.

Proof Load:

A proof load applied once shall cause no sudden and major change in the structural integrity of the chair. Loss of serviceability is acceptable.



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4.12 Tilt Mechanism Test – Cyclic:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 10.

Notes:

- Chair was placed on a concrete floor with the casters restrained from movement with steel blocks and shot bags.
- All adjustable features set to normal use (midpoint) conditions.
- A 225 lb. load was evenly distributed on the seat.
- Height of the attachment device was 16" up from the seat.
- Sample was cycled from the front stop to the backstop and returned once per cycle.
- Temperature ranged from 70 to 73° F. Humidity ranged from 24 to 40% RH.

<u>Sample</u>	<u>Cycles</u>	<u>Observation</u>
11.2	0	Test begun.
	300,000	Test complete. No loss of serviceability to the tilt mechanism observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 10:

300,000 cycles. There shall be no loss of serviceability to the tilt mechanism.



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4.13 Leg Strength Test – Front and Side Application:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 18.

Notes:

- Sample was secured to a test platform at the back edge of the sled base.
- Loading cable was attached 1.5" up from the bottom of the leg.
- Functional load = 75 lbs. for 1 minute.
- Proof load = 125 lbs. for 1 minute.
- All loads were applied to each leg in the front and side directions.
- Temperature = 72° F. Humidity = 35% RH.

<u>Sample</u>	<u>Leg</u>	<u>Direction</u>	<u>Load (lbs.)</u>	<u>Time (min.)</u>	<u>Observations</u>
20.1	Left	Front	75	1	No loss of serviceability observed.
		Side	75	1	No loss of serviceability observed.
		Front	125	1	No sudden and major change in the structural integrity of the chair observed.
		Side	125	1	No sudden and major change in the structural integrity of the chair observed.
	Right	Front	75	1	No loss of serviceability observed.
		Side	75	1	No loss of serviceability observed.
		Front	125	1	No sudden and major change in the structural integrity of the chair observed.
		Side	125	1	No sudden and major change in the structural integrity of the chair observed.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 18:**Functional Load:**

A functional load applied once in each direction shall cause no loss of serviceability.

Proof Load:

A proof load applied once in each direction shall cause no sudden and major change in the structural integrity of the chair. Loss of serviceability is acceptable.



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4.14 Chair Base and Caster Test – Cyclic:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 17.

Notes:

- Each sample was to be subjected to 2,000 cycles run over a hard surface with 1/8" thresholds, and 98,000 cycles over a hard surface with no obstacles.
- Loads were applied were as follows:

A-size samples: 225 lbs. + weight of fully assembled chair (42 lbs.) = 267 lbs.

B/C-size samples: 225 lbs. + weight of fully assembled chair (46 lbs.) = 271 lbs.

- Following the cyclic test a 5 lb. pull force was applied to each caster in line with the centerline of the stem.

<u>Sample</u>	<u>Cycles</u>	<u>Observations</u>
100.1	0	Threshold portion test begun.
	2,000	Threshold portion of the test complete. No loss of serviceability observed.
	0	Smooth surface portion of test begun.
	98,000	Smooth surface portion of the test complete. No loss of serviceability observed. Each caster remained attached when subjected to the 5 lb. load. Total = 100,000 cycles.
101.1	0	Threshold portion test begun.
	2,000	Threshold portion of the test complete. No loss of serviceability observed.
	0	Smooth surface portion of test begun.
	98,000	Smooth surface portion of the test complete. No loss of serviceability observed. Each caster remained attached when subjected to the 5 lb. load. Total = 100,000 cycles.
105.1	0	Threshold portion test begun.
	2,000	Threshold portion of the test complete. No loss of serviceability observed.
	0	Smooth surface portion of test begun.
	98,000	Smooth surface portion of the test complete. No loss of serviceability observed. Each caster remained attached when subjected to the 5 lb. load. Total = 100,000 cycles.
106.1	0	Threshold portion test begun.
	2,000	Threshold portion of the test complete. No loss of serviceability observed.
	0	Smooth surface portion of test begun.
	98,000	Smooth surface portion of the test complete. No loss of serviceability observed. Each caster remained attached when subjected to the 5 lb. load. Total = 100,000 cycles.

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 17:

There shall be no loss of serviceability. The caster shall not separate from the base as a result of the application of the 5 lbf. force.



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4.15 Base Test – Static:

Testing was performed per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 7.

Notes:

- Each leg of the base was supported on a block.
- A downward load of 2,500 lbf. was applied to the center of the base for 1 minute, then removed.
- The load was then re-applied to the center of the base for 1 minute, then removed.

<u>Sample</u>	<u>Application</u>	<u>Load (lbs.)</u>	<u>Time (min.)</u>	<u>Observations</u>
110.1	1	2,500	1	No sudden and major change in structural integrity observed. Center column did not touch the platform during the load applications.
	2	2,500	1	
111.1	1	2,500	1	No sudden and major change in structural integrity observed. Center column did not touch the platform during the load applications.
	2	2,500	1	

Acceptance Level per ANSI/BIFMA X5.1 – 2002 (DRAFT), Section 7:

There shall be no sudden and major change in the structural integrity of the base. Center column shall not touch the platform during the load applications.



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5. Equipment

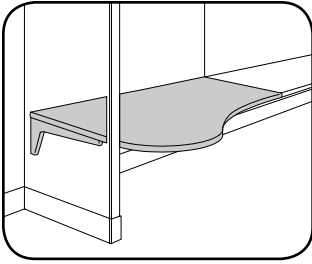
5.1 The following table lists the equipment used in testing:

<u>Test</u>	<u>Equipment (CID)</u>
Stability Test – Dynamic	Force gauge (CID 836) 173 lb. load fixture
Arm Strength Test – Vertical - Static	500 lb. load cell (CID522) Stopwatch (CID 849)
Arm Strength Test – Horizontal – Static	500 lb. load cell (CID522) Stopwatch (CID 849)
Swivel Test - Cyclic	Station 19 (CID 330)
Arm Durability Test – Cyclic	Angle star (CID 192) TD-099 (arm attachment fixtures) Schapp Multiple Loading System C (CID 983) 500 lb. load cells (CIDs 983-C7 and 983-C8)
Drop Test – Dynamic	Tape measure (CID 504) Shot bags for weight
Seating Durability Test – Cyclic	Station 10 (CID 322) Schapp Multiple Loading System A (CID 949) 500 lb. load cells (CIDs 949-A1 and 949-A4)
Back Durability Test – Static – Type I	Station 69 (CID 636) Tape measure (CID 504) Shot bags for weight
Back Durability Test – Static – Type II and III	Station 68 (CID 635) Tape measure (CID 504) Shot bags for weight
Back Strength Test – Static – Type I	500 lb. load cell (CID522) Stopwatch (CID 849)
Back Strength Test – Static – Type II and III	500 lb. load cell (CID522) Stopwatch (CID 849)
Tilt Mechanism Test – Cyclic	Station 20 (CID 331) Shot bags for weight
Leg Strength Test – Front and Side Application	500 lb. load cell (CID522) Stopwatch (CID 849)
Chair Base and Caster Test – Cyclic	Stations 38 and 39 (CIDs 349 and 350) Steel bars and shot bags for weight
Base Test - Static	MTS compression machine (CID 742) 20,000 lb. load cell (CID 742.1)

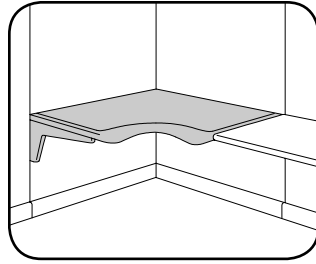
written by Jonathan Roblin
Test Lab Technician

approved by Dan Baron
Senior Lab Technician

SELECT WORK SURFACES



**Corner Work Surface
with C-Shaped End**
Starting at \$111.00



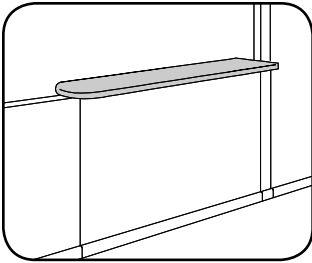
**Flex-Edge
Corner Work Surface**
Starting at \$221.50

Corner Work Surface with C-Shaped End (A2337) Starting at \$111.00

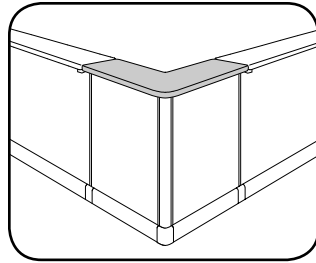
This 90° corner work surface hangs from panels or wall strips. It has a C-shaped end for conferencing.
Width: 42" or 48"

Flex-Edge™ Corner Work Surface (A2430) Starting at \$221.50

This work surface hangs from panels or wall strips and abuts squared-edge work surfaces. The flexible waterfall front edge supports the user's arms during input and writing tasks. Flexible sides and a curved edge keep items from rolling off the back.
Depth: 24" or 30"
Width: 48" or 60"



Transaction Surface
Starting at \$38.50



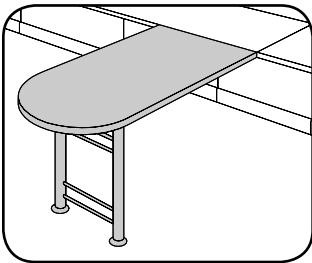
Corner Transaction Surface
Starting at \$42.50

Transaction Surface (A2820) Starting at \$38.50

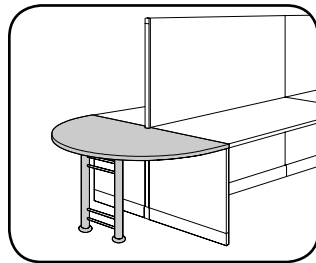
This 14"-deep surface attaches to the top of a panel to provide a counter or display surface. The end extends 4" past the panel. It is available with rounded, rectangular, or combination ends.
Width: 7 options, 31" to 79"

Corner Transaction Surface (A0451) Starting at \$42.50

This 14"-deep surface attaches to the top of 2 panels to provide a corner counter or display surface. It is available with rounded or squared corners. Fits on top of two 24" panels.



Peninsula Work Surface
Starting at \$158.00



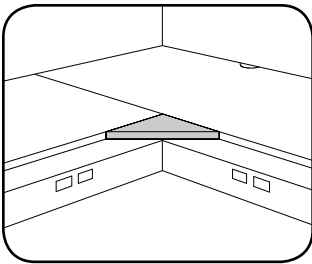
D-Shaped Work Surface
\$147.75

Peninsula (A2350) Starting at \$158.00

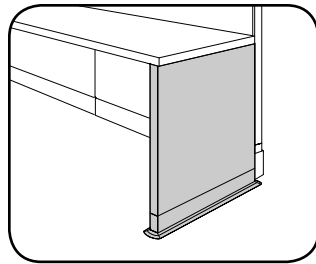
This peninsula hangs from a panel, wall strips, or another work surface. It has predrilled holes for a pencil drawer. It is also available as a squared end.
Depth: 24", 30", or 36"
Width: 48", 60", or 72"

D-Shaped Work Surface (A2355) \$147.75

This work surface is designed to fit against two 24"-wide work surfaces that are at the end of a run. It has a laminate top and vinyl edge. Includes the legs and all necessary hardware.



Corner Wedge
Starting at \$23.75



**Work Surface
Support Panel, End**
Starting at \$63.50

Corner Wedge (G2091) Starting at \$23.75

This wedge attaches to 2 work surfaces at a 90° angle to provide a corner work surface. The wedge has a laminate top and vinyl edge or a veneer top and edge.

Work Surface Support Panel, End (A2380) Starting at \$63.50

This panel attaches to both a work surface and a panel at the end of a panel run to provide support and to eliminate the need for a return panel and panel connector. It attaches to a work surface at the left or right end of a panel. It is also available in "C" leg option.
Depth: 24" or 30"

May we answer a question or help you find something? Give us a call at 801.363.5881

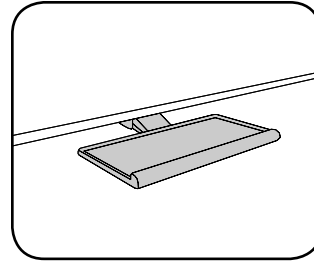
KEYBOARD/MOUSE SUPPORT

Fully-Adjustable Keyboard Tray (G7715)

From \$98.25 to \$112.50

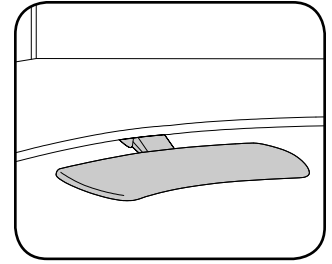
This keyboard tray attaches to the underside of a work surface. It has lateral, vertical, depth, tilt, and swivel adjustments. Optional palm rest provides a soft contact surface.

Color: 4 options



**Fully-Adjustable
Keyboard Tray**

From \$98.25 to \$112.50



**Sit-to-Stand
Keyboard Tray**

From \$118.75 to \$131.75

Sit-to-Stand Keyboard Tray (G7724)

From \$118.75 to \$131.75

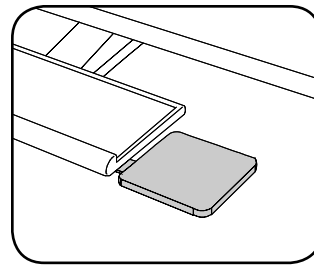
This keyboard tray has a 12½" vertical adjustment range. It has lateral, vertical, depth, and tilt adjustments. Swivels for storage.

Color: 22 options, available in solid or translucent material

Keyboard Tray-Attached Mouse Tray (G7740) \$37.25

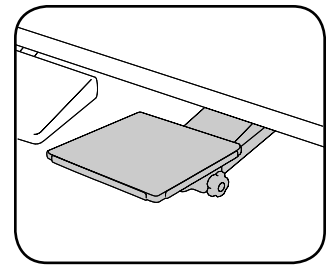
This tray attaches to a keyboard tray to support a mouse or other input device. Its tilt mechanism allows the tray to remain flat when the keyboard tray is tilted. The tray swivels for storage beneath the keyboard and can be installed on the left or right side.

Color: Black



**Keyboard Tray-Attached
Mouse Tray**

\$37.25



**Fully-Adjustable
Mouse Tray**

\$57.00

Fully-Adjustable Mouse Tray (G7742) \$57.00

This tray attaches to a work surface and supports a mouse or other input device. It has lateral, vertical, and depth adjustments. Swivels for storage beneath the work surface.

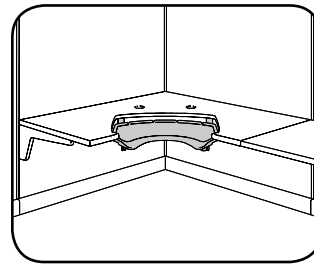
Color: Black

Flex-Edge Input Platform (G7730)

From \$387.75 to \$392.75

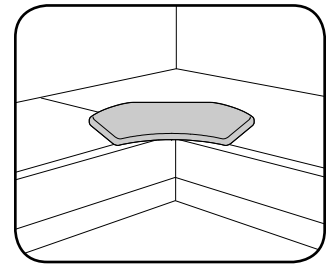
This adjustable platform attaches to a corner work surface with an input platform cutout. A flexible waterfall front edge supports the user's arms and a curved edge keeps items from rolling off the back and side edges.

Color: 27 options



Flex-Edge Input Platform

From \$387.75 to \$392.75



Overlay Surface

\$89.75

Overlay Surface (G7731) \$89.75

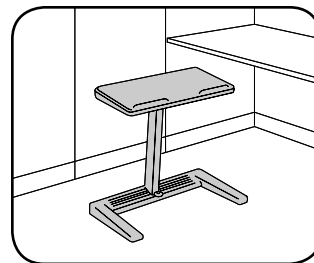
This freestanding overlay creates a corner surface out of a 90° angle. It also can be used over seams, gaps, or hard edges on a work surface. The overlay provides arm support and can be used with a keyboard or mouse pad.

Color: 3 options

Scooter® Stand (M1100) \$98.00

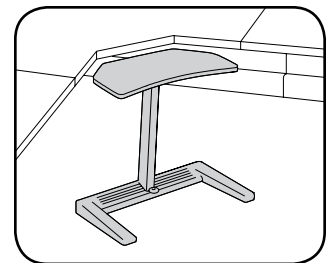
This mobile, adjustable platform holds a detached keyboard and stores under a work surface or table desk in the lowered position. An optional palm rest provides a soft contact surface.

Color: 3 top & 2 base finish options



Scooter Stand

\$98.00



**Scooter Stand with
Input Device Platform**

\$148.00

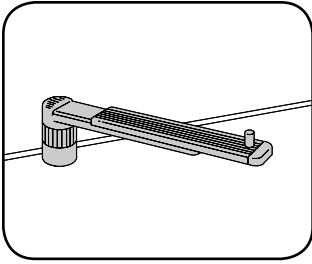
Scooter® Stand with Input Device Platform (G7708) \$148.00

This platform has a wider surface to hold a keyboard and mouse. It is adjustable with 20° of tilt for optimal positioning.

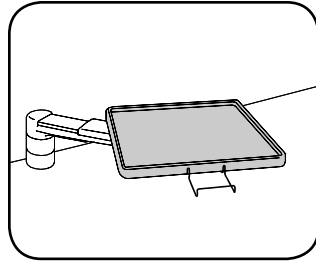
Color: 10 platform & 3 frame finish options

Additional information is available on our State web site: www.hbdg.com/utah

TELEPHONE/COMPUTER SUPPORT



Armature
\$52.50



Telephone Tray, Standard
\$20.00 and \$40.25

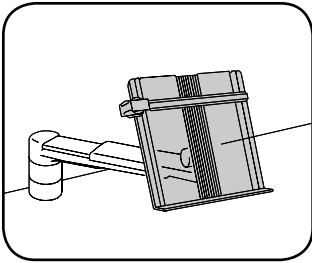
Armature (G7510) \$52.50

This armature attaches to a work surface and elevates a document stand, phone tray, or telephone tray.
Color: 9 options

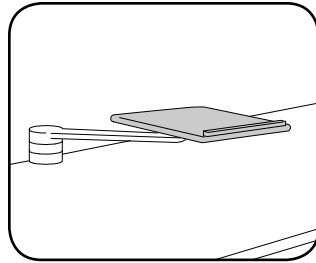
Telephone Tray, Standard (G7630)

9": \$20.00 13": \$40.25

This tray attaches to an armature to hold a telephone. 13" wide tray includes the receiver rest, as shown.
Width: 9" or 13"
Color: 7 options



Document Stand
\$45.75



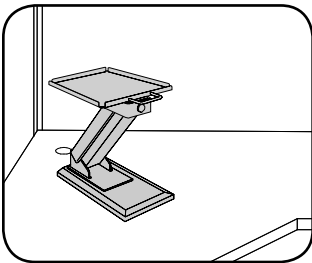
Telephone Tray
From \$40.25 to \$45.25

Document Stand (G7610) \$45.75

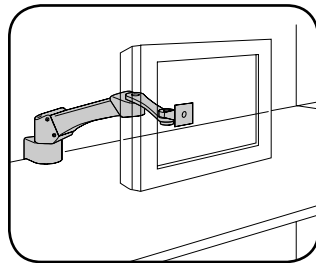
This adjustable, translucent stand attaches to an armature to hold documents. It includes a horizontal cursor.
Color: 5 options

Telephone Tray (G7631) From \$40.25 to \$45.25

This tray attaches to an armature and holds a telephone. It has a raised edge to prevent phones from sliding off the front.
Color: 20 options available in solid-color laminate, opaque and translucent Formcoat®.



Monitor Lift
\$144.50



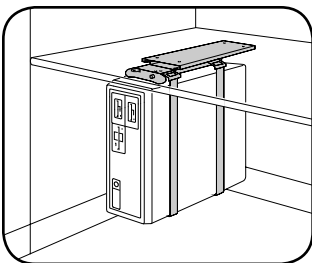
Flat-Panel Monitor Arm
\$215.00

Monitor Lift (NP494) \$144.50

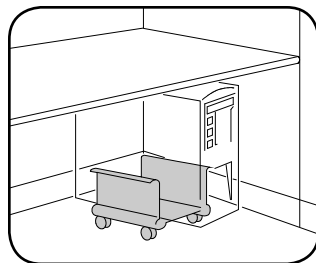
This monitor lift sits on a work surface. It has a counterbalance mechanism that permits the user to raise or lower equipment over a 7" range. The monitor lift includes a non-skid mat to keep equipment from sliding in the tray.
Color: 2 options

Flat-Panel Monitor Arm (G7522) \$215.00

This arm clamps to a work surface and holds a 5- to 15-pound flat panel display monitor. It has an 8" height-adjustment range, a 19" extension range, and provides 360° monitor rotation.
Color: Black



Suspended CPU Holder
\$60.75 as shown



Mobile CPU Holder
\$54.75

Suspended CPU Holder (G7813)

Vertical: \$60.75 Horizontal: \$76.00

This black holder mounts under a work surface and holds a computer (CPU). The holder slides out 11 1/2" and swivels 360°. Straps on the holder support up to 75 pounds and a maximum outside dimension of 64". A stowable wrench is included.
Color: Black

Mobile CPU Holder (G7812) \$54.75

This mobile unit holds a central processing unit (CPU) in a vertical position. It has foam strips that protect and help hold the CPU in place and casters for easy movement by the user. Adjustable to hold a CPU from 6 1/2" to 9 1/2" wide. Supports up to 60 pounds.
Depth: 12"
Color: 4 options

May we answer a question or help you find something? Give us a call at 801.363.5881

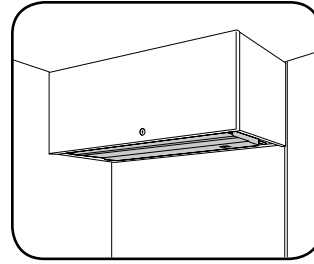
LIGHTING & ELECTRICAL

Task Light (G61xx) Starting at \$57.50

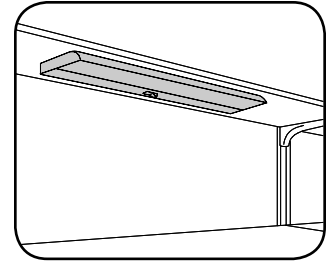
This light mounts under a flipper door unit or shelf to light a work area. Available in Utility, Lumisoft, and Energy-Efficient models, and six width options.

Width: 5 options, 24" to 60"

Color: Up to 13 options



Task Light
Starting at \$57.50



Transaction Surface Task Light
Starting at \$62.25

Transaction Surface Task Light (G622x)

Starting at \$62.25

This light mounts under a transaction work surface or desktop shelf unit to uniformly light a work surface.

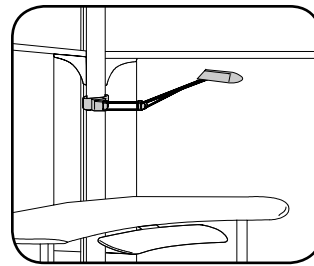
Width: 18", 24", 36", or 48"

Color: 9 options

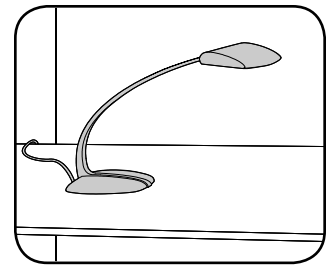
Panel-Mounted Task Light (G645x) \$137.50

This light attaches directly to a work station panel or wallstrip. It is available with a 13-watt fluorescent or 35-watt halogen lamp.

Color: 2 options



Panel-Mounted Task Light
\$137.50



Freestanding Task Light
\$134.25

Freestanding Task Light (G6440) \$134.25

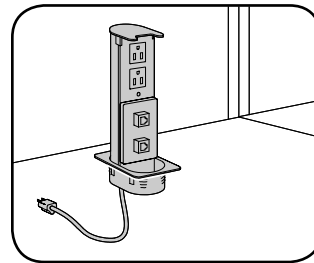
This light sits on a work surface. It has an energy-efficient 13-watt compact fluorescent lamp. When positioned properly, the light provides asymmetrical light distribution without direct or reflected glare.

Color: 2 options

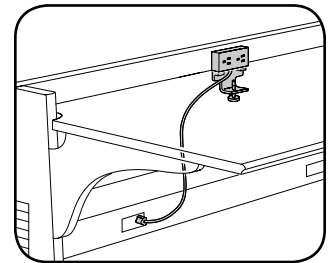
Retractable Power/Communication Module (G1340) Starting at \$19.25

This module is field installed in a wood-core work surface. It provides work surface-height access for power and/or communication. The module lifts up to expose electrical outlets and/or communication ports, and then retracts to be flush with the work surface top. All cords remain below the work surface.

Color: Black



Retractable Power/
Communication Module
Starting at \$19.25



Work Surface-Mounted Power Outlet
\$47.00

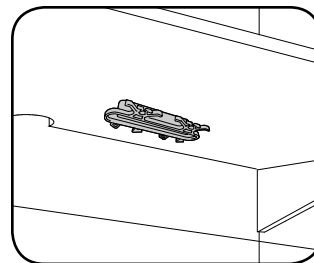
Work Surface-Mounted Power Outlet (G1314) \$47.00

This 2-outlet electrical distributor attaches to the back edge of a work surface. It provides electrical access at work surface height.

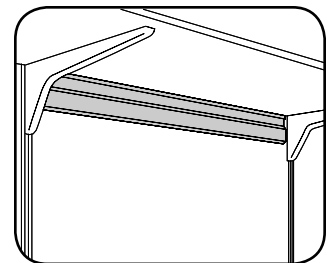
Color: Graphite

Cord Cleat (G1331) \$3.00/pair

This cleat attaches to the underside of a work surface or table to manage cords and cables. Package of 2.



Cord Cleat
\$3.00/pair



Cable Management Trough
Starting at \$7.75

Cable Management Trough (AO38x) Starting at \$7.75

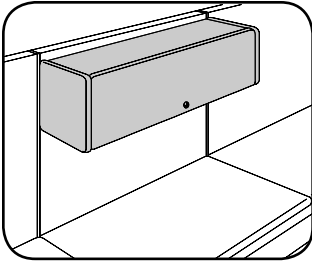
This trough attaches to a panel or work surface to manage cables.

Width: 5 options, 24" to 60"

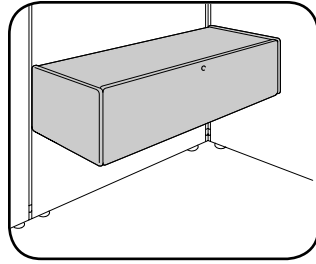
Color: Black

Additional information is available on our State web site: www.hbdg.com/utah

SHELVING & STORAGE



Flipper Door Unit
Starting at \$82.75



Suspended Lateral File
Starting at \$124.50

Flipper Door Unit (AO560) Starting at \$82.75

This storage unit hangs from a panel or wall strips and combines a flipper door and a shelf to enclose binders, files, and other items. It has a fabric front.

Depth: 12½" or 15½"

Width: 6 options, 24" to 60"

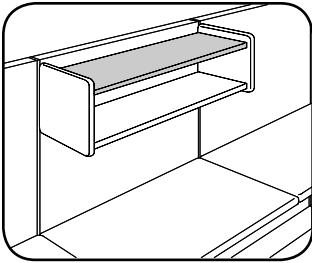
Color: 5 case finish options, choice of door fabric

Suspended Lateral File (AO510) Starting at \$124.50

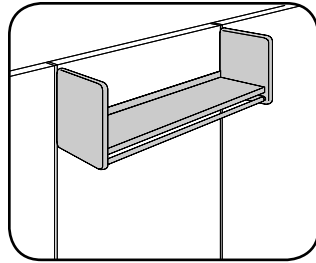
This lockable file hangs from a panel or wall strips to hold letter- or legal-size hanging files. It has a laminate or veneer front.

Width: 24" to 48"

Color: 6 case and 8 front finish options



Add-On Shelf
Starting at \$16.50



Shelf & Coat Bar
\$92.75

Add-On Shelf (AO521) Starting at \$16.50

This shelf fits into a 15½"-deep shelf to add a second shelf.

Width: 24" or 48"

Color: 8 options

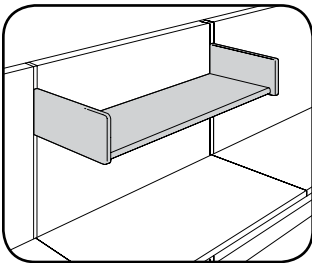
Shelf & Coat Bar (AO524) \$92.75

This unit hangs from a panel or wall strips. It has a shelf for storage and a coat bar beneath the shelf.

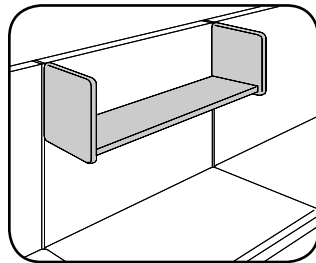
Depth: 17½"

Width: 48"

Color: 4 options



Shelf, 7½"-High
Starting at \$25.50



Shelf, 15½"-High
Starting at \$32.50

Shelf, 7½"-High (AO523) Starting at \$25.50

Shelf, 15½"-High (AO520) Starting at \$32.50

This shelf hangs from a panel or wall strips. The underside of the shelf accepts a task light. It is available with full or half-height sides. The 7½"-high shelf is for storage or display. The 15½"-high shelf stores binders and books and can be converted to a flipper door unit.

Height: 7½" or 15½"

Depth: 12½" or 15½"

Width: 6 options, 24" to 60"

Color: 6 options

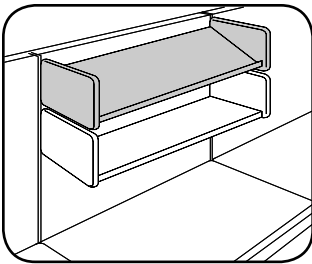
Storage/Display Shelf (AO522) Starting at \$27.25

This 13"-deep shelf hangs from a wall panel or wall strips in a flat position for storage or in a slanted position for display.

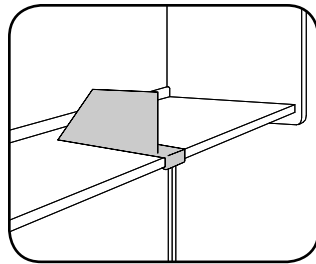
Width: 6 options, 24" to 60"

Depth: 13"

Color: 6 options



Storage/Display Shelf
Starting at \$27.25



Angled Shelf Divider
\$46.50/pkg of 8

Angled Shelf Divider (G7330) \$46.50/pkg of 8

This divider attaches to a shelf to vertically divide books and binders. Package of 8.

Color: 13 options

May we answer a question or help you find something? Give us a call at 801.363.5881

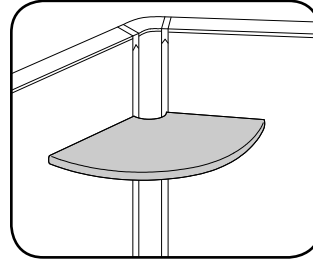
WORK STATION TOOLS & ACCESSORIES

120° Shelf (A3230) 9": \$40.50 13": \$44.75

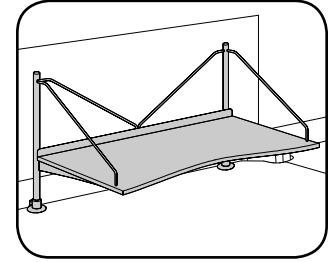
This shelf creates a 120° surface between 2 panels to hold display items, small electronics, and other items. The 9" shelf supports up to 25 pounds. The 13" shelf supports up to 50 pounds.

Depth: 9" or 13"

Color: 22 laminate and 9 support finish options



120° Shelf
\$40.50 or \$44.75



Work Surface-Attached Shelf
\$124.25 as shown

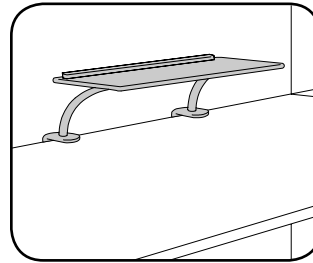
Work Surface-Attached Shelf (G7311)

Starting at \$103.50 (14") or \$124.25 (27")

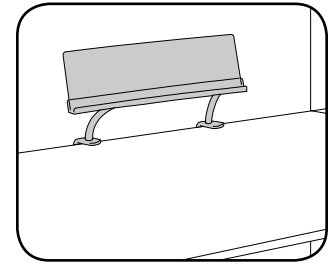
This shelf attaches to the back edge of a work surface to store personal items. It is a wood composite with metal supports.

Width: 14" or 27"

Color: 10 support finish and 13 surface finish options



Bookshelf
Starting at \$39.25



Display Stand
\$40.25

Bookshelf (G7314) Starting at \$39.25

This shelf attaches to the back edge of a work surface and holds binders, books, files, small electronics, and personal items.

Raised edge helps to prevent items from sliding off the back.

Width: 18" or 30"

Color: 20 shelf and 4 support finish options

Display Stand (G7313) \$40.25

This stand attaches to the back edge of a work surface and displays paper documents in a vertical position. Supports up to 15 pounds.

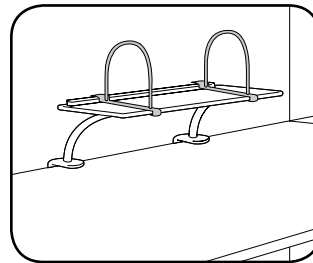
Width: 30"

Color: 4 options

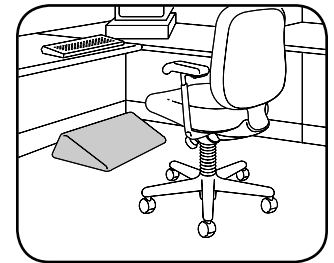
Bookshelf Divider (G7332) \$4.25/pair

This divider fits on a bookshelf and secures binders, books, and other items. Cannot be used on a laminate bookshelf. Package of 2.

Color: 3 options



Bookshelf Divider
\$4.25/pair



Foot Pillow
Starting at \$50.00

Foot Pillow (EE900) Starting at \$50.00

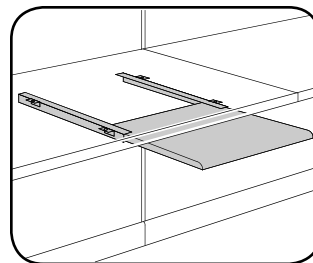
This pillow elevates and supports the feet. It can be used with any work chair. Available in fabric, leather, or COM.

Pullout Work Surface (G2090) \$68.75

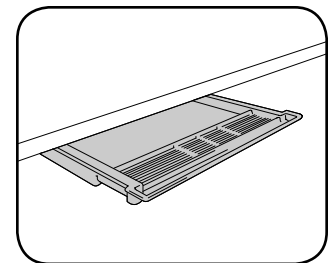
This pullout surface mounts on drawer glides under a work surface or table. It provides a secondary surface for reading, writing, and peripheral devices. The surface can also hold a mouse when used adjacent to a keyboard tray. It slides back under the work surface when not in use.

Width: 14"

Color: 8 options



Pullout Work Surface
\$68.75



Pencil Drawer
\$12.00

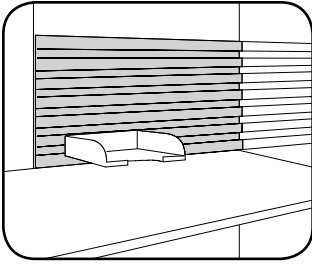
Pencil Drawer (G5010) \$12.00

This plastic drawer mounts under a work surface or table to store pencils and other small items.

Color: 10 options

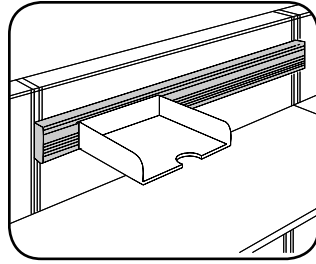
Additional information is available on our State web site: www.hbdg.com/utah

WORK STATION TOOLS & ACCESSORIES



Rail Tile

Starting at \$37.75



Tool Bar

Starting at \$15.75

Rail Tile (A3615) Starting at \$37.75

This tile attaches to a panel or wall strips to hold work tools.

Width: 5 options, 24" to 48"

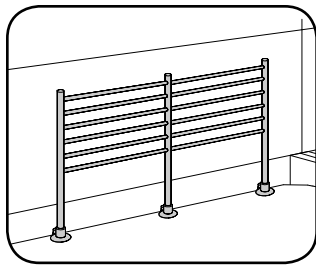
Color: 9 options

Tool Bar (A3610) Starting at \$15.75

This tool bar attaches to a panel or wall strips and has one rail to hold work tools.

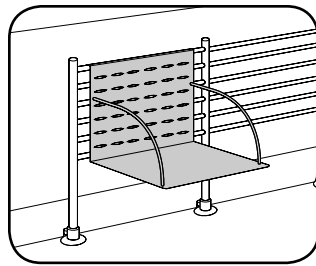
Width: 6 options, 24" to 60"

Color: 9 options



**Work Surface-Attached
Tool Rail**

Starting at \$55.25



Binder Shelf

\$45.75

Work Surface-Attached Tool Rail (G7000)

Starting at \$55.25

This metal rail attaches to the back edge of an Action Office Series 2 squared-edge work surface. It has 6 horizontal rails to hold work tools.

Width: 14" or 29"

Color: 10 options

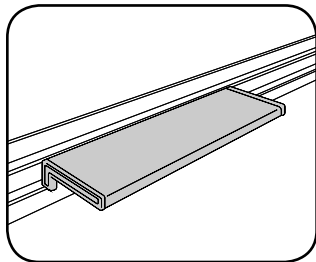
Binder Shelf (G7312) \$45.75

This shelf hangs from a rail to vertically store binders and books.

Width: 12½"

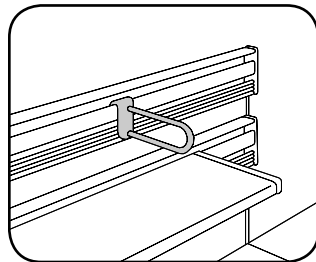
Depth: 10"

Color: 10 options



Mini-Shelf

Starting at \$13.00



Rail Divider

\$4.25

Mini-Shelf (G7310) Starting at \$13.00

This shelf hangs from a rail to hold or display small items.

Width: 15", 24", or 30"

Depth: 7"

Color: 9 options

Rail Divider (G7320) \$4.25

This divider hangs from a rail to separate books, folders, and binders on a shelf.

Depth: 5" or 10"

Color: 9 options

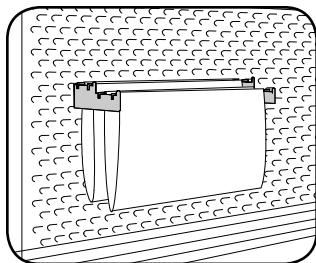
Hanging File Holder (G7142) \$16.25

This holder hangs from a work tool support product. It holds 2 rows of hanging file folders.

Color: 2 options

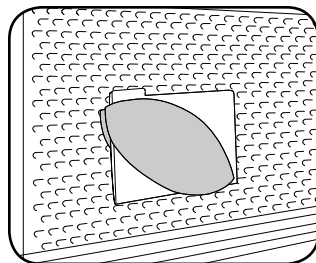
Width: 12½"

Depth: 3½"



Hanging File Holder

\$16.25



File Holder

\$8.50

File Holder (G7141) \$8.50

This file holder hangs from a work tool support product. It holds files and folders.

Color: Frosted

Height: 9"

Width: 12¾"

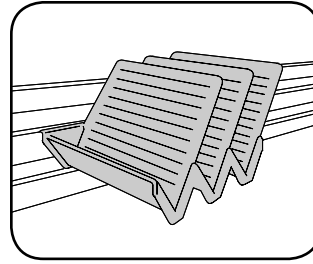
May we answer a question or help you find something? Give us a call at 801.363.5881

WORK STATION TOOLS & ACCESSORIES

Diagonal Tray (G7130) \$14.25 to \$16.25

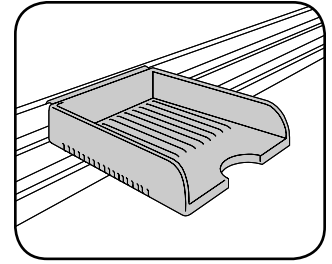
This tray hangs from a rail or stands alone to store papers and folders. It has 3 transparent dividers that move to support left- or right-handed activities.

Color: 9 finish options, including Frosted



Diagonal Tray

\$14.25 to \$16.25



Paper Tray

\$9.00 to \$13.25

Paper Tray (G7110) \$9.00 to \$13.25

This tray hangs from a rail or stands alone to horizontally store letter- or legal-size papers. The tray comes with 4 black clips that allow trays to stack vertically.

Width: 10" or 16"

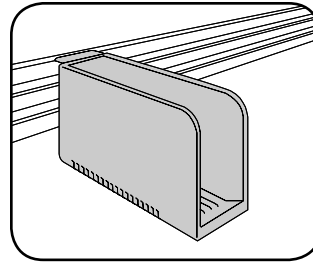
Color: 9 finish options, including Frosted

Vertical Tray (G7120) \$10.00 to \$15.00

This tray hangs from a rail or stands alone to vertically store papers, binders, and folders.

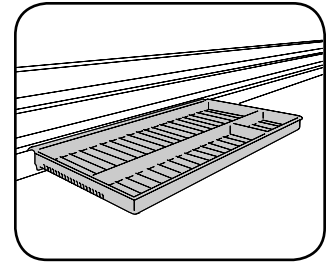
Width: 4" or 8"

Color: 9 finish options, including Frosted



Vertical Tray

\$10.00 to \$15.00



Organizer Tray

\$9.00 to \$11.00

Organizer Tray (G7210) \$9.00 to \$11.00

This sectioned tray hangs from a rail to store and organize small items.

Color: 9 finish options, including Frosted

Form Trays, Metal (G7111) Starting at \$54.00/pkg of 6

These metal trays hang from a rail to store folders and documents. Each tray has a front lip for labeling. Package of 6.

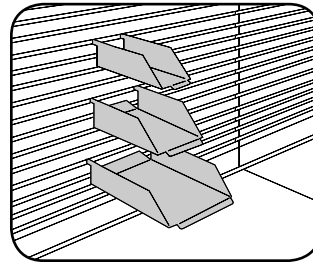
Color: 7 options

Three sizes available:

9"-deep x 3¾"-wide

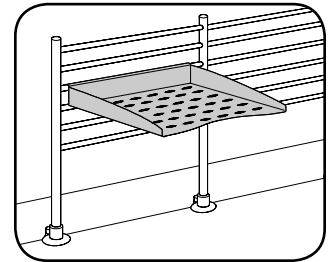
9"-deep x 6"-wide

11½"-deep x 9"-wide



Form Trays, Metal

Starting at \$54.00/pkg of 6



Paper Tray, Perforated

\$22.25

Paper Tray, Perforated (G7112) \$22.25

This perforated, metal tray hangs from a rail to horizontally store letter-size papers.

Width: 12½"

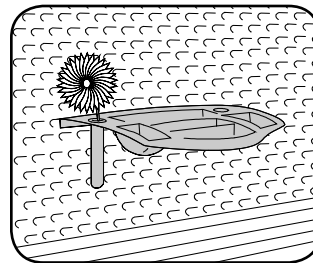
Depth: 10½"

Color: 10 options

Storage Tray (G7212) \$9.50

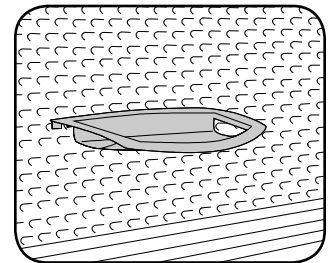
This tray hangs from a work tool support product. It has small compartments to hold office supplies and personal items. The tray includes a bud vase.

Color: Frosted



Storage Tray

\$9.50



Display Tray

\$9.75

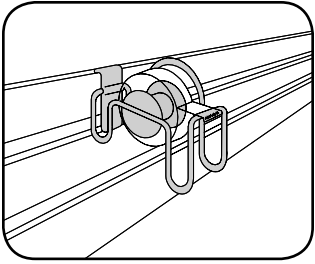
Display Tray (G7315) \$9.75

This tray hangs from a work tool support product. It holds small display items.

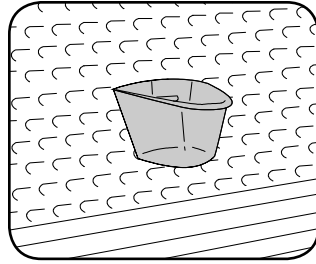
Color: Frosted

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WORK STATION TOOLS & ACCESSORIES



Tape Dispenser
\$43.50/pkg of 4



Pencil Holder
\$6.50

Tape Dispenser (G7414) \$43.50/pkg of 4

This dispenser hangs from a rail and holds 3/4"-wide tape.
Package of 4.

Color: 4 options

Pencil Holder (G7233) \$6.50

This bin hangs from a work tool support product. It holds pens, pencils, markers, a cell phone, or other small items.

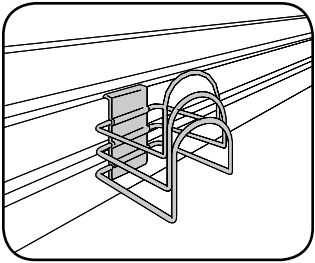
Color: Frosted

Message Holder (G7411) \$37.25/pkg of 4

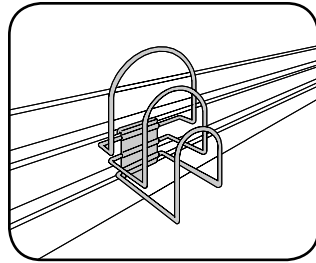
This holder hangs from a rail and has 3 arches to hold message pads and notes. Package of 4.

Width: 2 1/2"-wide

Color: 4 options



Message Holder
\$37.25/pkg of 4



Storage Arch
\$65.00 as shown/pkg of 4

Storage Arch (G7150) Starting at \$49.75/pkg of 4

This arch hangs from a rail to hold papers, folders, binders, and books. Available with double or triple arches. Package of 4.

Double: 7"-wide

Triple: 10"-wide

Color: 4 options

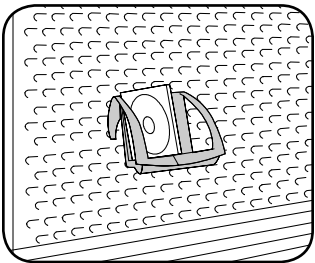
Media Holder (G7416) \$7.25

This holder stands alone or hangs from a work tool support product. It holds CDs, Zip disks, microdrives, and memory sticks.

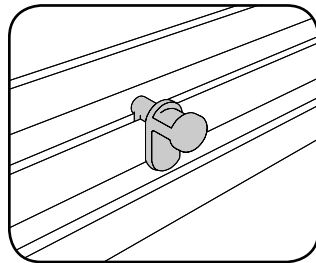
Width: 9 1/4"-wide

Depth: 6"-deep

Color: Frosted



Media Holder
\$7.25



Hanger Peg
\$3.00/pkg of 4

Hanger Peg (G7149) \$3.00/pkg of 4

This peg twist-locks into place on a rail to hold clipboards, keys, scissors, or other small items. Package of 4.

Color: Black

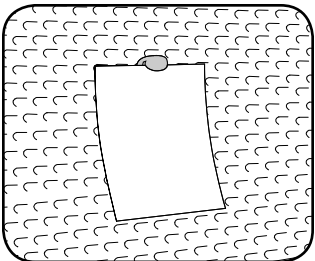
Document Gripper (G7421) \$4.25

This document gripper hangs from a work tool support product. It holds up to 3 sheets of paper for quick reference.

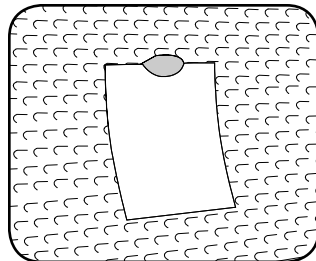
Width: 3"-wide

Height: 2 1/2"-high

Color: Frosted



Document Gripper
\$4.25



Bundle Clip
\$4.25

Bundle Clip (G7420) \$4.25

This clip hangs from a work tool support product. It holds up to 1/8" of documents for quick reference.

Width: 4 1/2"-wide

Height: 3"-high

Color: Frosted

May we answer a question or help you find something? Give us a call at 801.363.5881

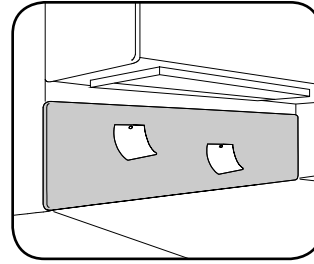
WORK STATION TOOLS & ACCESSORIES

Tackboard (AO610) Starting at \$16.50

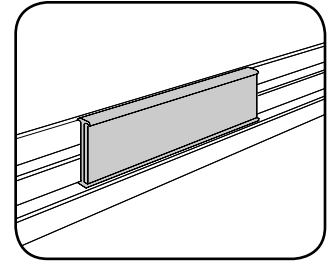
This single-sided tackboard attaches to a panel or wall strips to display notes, photographs, or art. Your choice of fabric finishes.

Height: 5 options, 8½" to 48"

Width: 6 options, 24" to 60", depending on height



Tackboard
Starting at \$16.50



Mini Tackboard
\$5.75

Mini Tackboard (G7410) \$5.75

This cork surface snaps onto a rail to display notes and other small papers.

Height: 3"-high

Width: 10"-wide

Color: 7 trim and 2 cork finish options

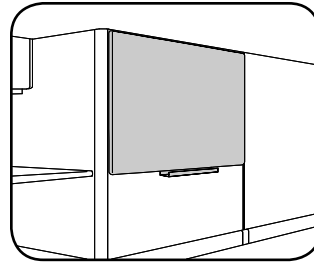
Marker Board (AO630) Starting at \$48.25

This board attaches to a panel or wall strips and has a white, erasable writing surface. It includes a 20"-wide tray.

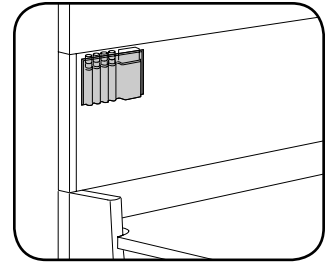
Height: 24", 30", or 48"

Width: 24", 36", or 48", depending on height

Color: 4 tray finish options



Marker Board
Starting at \$48.25



Marker/Eraser Pouch
\$36.00

Marker/Eraser Pouch (G7230) \$36.00

This mesh pouch attaches with Velcro to most surfaces. It includes 4 erasable markers and an eraser.

Color: Black

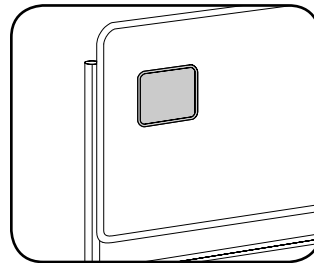
Idea Board (G7234) \$40.00/pkg of 4

These idea boards can be used on an idea exchange center, mobile easel, or other magnetic surfaces. The surface is markable with a magnetic back.

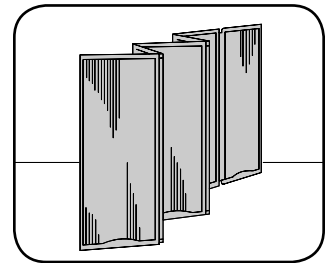
Height: 11"-high

Width: 14"-wide

Color: Black frame with 4 board color options



Idea Board
\$40.00/pkg of 4



Folding Screen
Starting at \$151.75

Folding Screen (G1110) Starting at \$151.75

This 6-paneled, ribbed screen stands alone and creates standing or seated privacy and divisions within an environment.

Height: 54", 63", 68", 70"

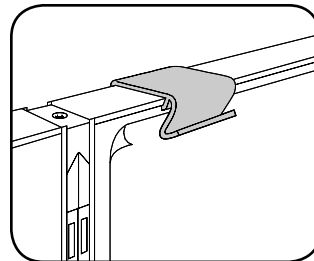
Color: Black frame with translucent opal panel

Display Clip (AO640) \$5.00/pair

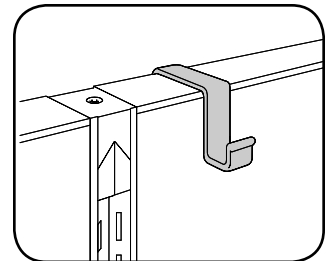
This clip hangs from the top of a panel to hold notes, drawings, or presentation papers. Package of 2.

Width: 2½"

Color: Medium Tone



Display Clip
\$5.00/pair



Coat Hook
\$7.00/pkg of 6

Coat Hook (AO535) \$7.00/pkg of 6

This hook fits over the top of a panel for hanging coats, hats, and umbrellas. Package of 6.

Color: Medium Tone

Additional information is available on our State web site: www.hbdg.com/utah

EQUA 2[®] TASK CHAIR



Base Model: \$333.48

- A, B, or C-Size
- Split-Pad Upholstered, Grade 1
- Knee Tilt
- No Arms

Options:

- Knee Tilt with Lock (\$24.78)
- Arms: Fixed (\$43.68), Adjustable (\$91.56)
- Upholstery: Arms (\$16.80), Full (\$59.22)
- Adjustable Lumbar Support (\$27.30)
- Polished Aluminum Base (\$33.60)
- Sled-Base Side Chair (starting at \$206.65)

ERGON 3[®] TASK CHAIR



Base Model: \$318.36

- A, B, or C-Size, High-Back
- B-Size, Mid-Back
- Swivel (No Tilt)
- No Arms

Options:

- Knee Tilt (\$23.52)
- Knee Tilt with Forward Angle (\$46.62)
- Arms: Fixed (\$50.82), Adjustable (\$90.30)
- Adjustable Back Angle (\$48.30)
- Upholstery: Arms (\$16.80), Back (\$42.00)
- 2" Casters or Glides (N/C)

May we answer a question or help you find something? Give us a call at 801.363.5881

AMBI[®] TASK CHAIR

Base Model: \$279.40

- Standard or Low-Height Range
- Standard Tilt
- Adjustable Seat Depth
- No Arms

Options:

- Tilt Lock (\$11.88)
- Tilt Lock and Forward Seat Angle (\$23.76)
- Arms: Fixed (\$26.40), Adjustable (\$78.76)
- Upholstery: Arms (\$17.60), Back (\$66.00)
- Sled-Base Side Chair (starting at \$199.76)
- Glides or Five Caster Options (N/C)



REACTION[®] TASK CHAIR

Base Model: \$222.18

- Single Size Option
- Grade 1 Upholstery
- Standard Tilt
- No Arms

Options:

- Four-Position Recline Selector™ (\$13.02)
- Five-Position Recline Selector™ with Forward Tilt and Seat-Depth Adjustment (\$37.80)
- Arms: Fixed (\$27.30), Adjustable (\$61.74)
- Upholstered Arm Pad (\$16.80)
- Hard Floor Casters (\$7.56)



Additional information is available on our State web site: www.hbdg.com/utah

EQUA 2[®] STOOL



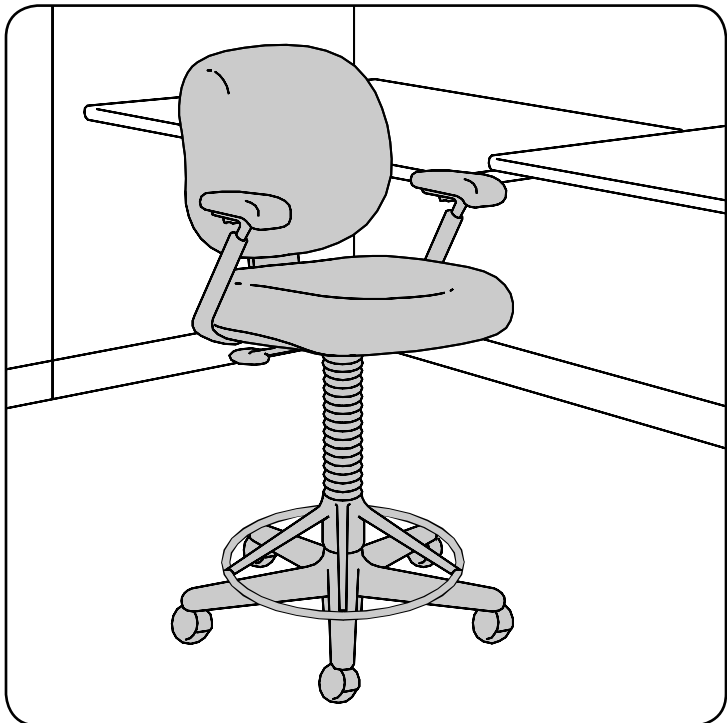
Base Model: \$400.26

- A-Size, Split-Pad Upholstered
- High- or Low-Height Range
- Swivel (No Tilt)
- No Arms

Options:

- Seat Heights: 20½"-26½" or 27"-33"
- Arms: Fixed (\$43.68), Adjustable (\$91.56)
- Knee-Tilt (\$43.68), Knee-Tilt & Lock (\$68.88)
- Upholstery: Arms (\$16.80), Full (\$59.64)
- Adjustable Lumbar Support (\$27.30)
- Polished Aluminum Base (\$33.60)

ERGON 3[®] STOOL



Base Model: \$414.12

- B-Size, Mid-Back
- High- or Low-Height Range
- Swivel (No Tilt)
- No Arms

Options:

- Seat Heights: 22½"-28½" or 28½"-34½"
- Arms: Fixed (\$51.24), Adjustable (\$90.30)
- Adjustable Back Angle (\$48.30)
- Upholstery: Arms (\$16.80), Back (\$42.00)
- 2" Casters or Glides (N/C)
- 2½" or Locking Casters (\$14.70)

May we answer a question or help you find something? Give us a call at 801.363.5881

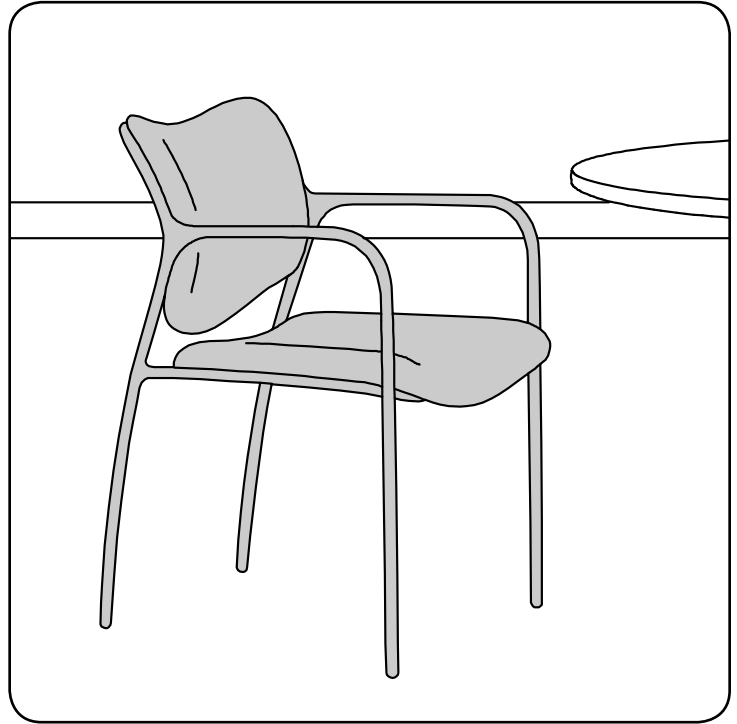
ASIDE® SIDE CHAIR

Base Model: \$150.00

- Grade 1 Upholstery
- Choice of Three Frame Colors
- Wall-Protecting Design
- Stacks 5-High in the Floor

Options:

- Upholstered Outer Back (\$11.00)
- Soft or Hard-Wheeled Casters (\$15.00)
- Hard-Floor Braking Casters (\$20.00)



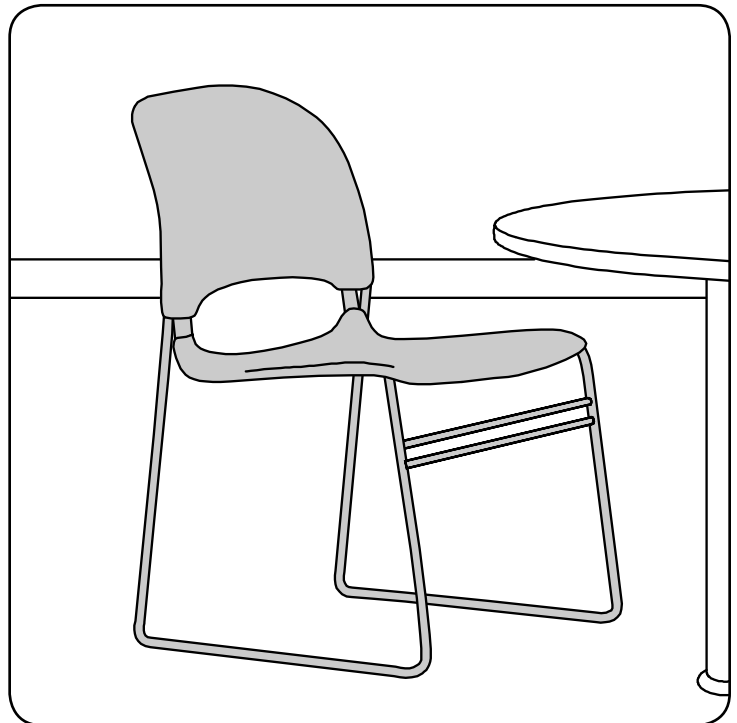
LIMERICK® STACKING SIDE CHAIR

Base Model: \$68.50

- Sled Base
- Flexible Back & Waterfall Edges
- Stacks 10-High on the Floor
- Stacks 36-High on Cart

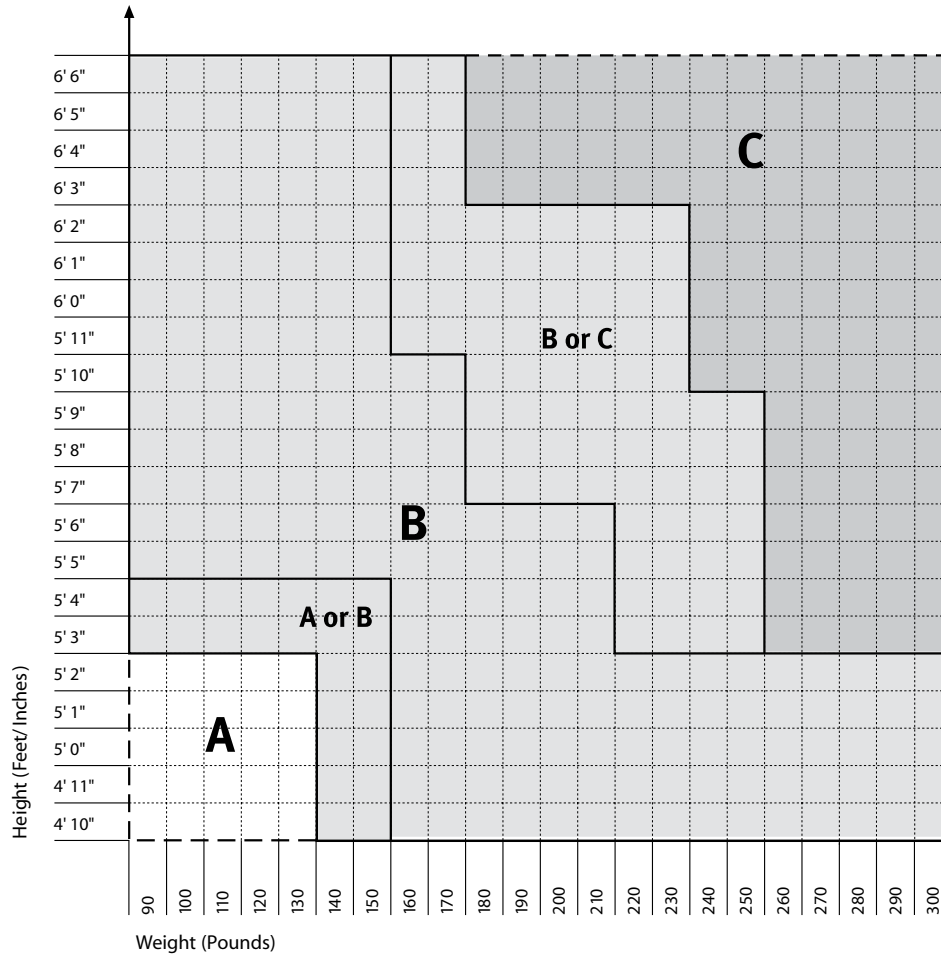
Options:

- Four Frame Finishes (N/C)
- Eight Seat/Back Finishes (N/C)
- Glide: Standard (\$2.00), Ganging (\$4.50)
- Storage/Transport Cart with Casters (\$149.00)
 - Soft-Wheel Casters (add \$9.00)



Additional information is available on our State web site: www.hbdg.com/utah

AERON[®] SIZING CHART



SEATING GLOSSARY

3-Dimensional Adjustable Arms: Arms that adjust vertically, horizontally, and include pivoting arm pads.

AireWeave[™] Seat-Suspension: Standard on Mirra[™] work chairs, this breathable suspension material dissipates heat and distributes the user's weight evenly over the seat of the chair.

Casters: Available for various functions and applications, casters are wheeled feet that allow maximum mobility of the chair. Hard casters for carpet, soft casters for hard floors.

CoActive[™] Tilt: A tilt mechanism that synchronizes the movement of the chair's seat and back. The tilt provides an open thigh-to-trunk angle that helps to reduce pressure on the spine in the lumbar area and provides consistent balance to the user through a range of postures.

FlexFront[™] Seat Depth: Available on Mirra[™] work chairs, it allows the user to adjust the seat depth from 17" to 19".

FLEXNET[™] Seat-Suspension: Available on Caper[®] work chairs, this breathable suspension material dissipates heat and distributes the user's weight evenly over the seat of the chair.

Fully-Adjustable Arms: Arms that adjust vertically and have arm pads that pivot horizontally.

Glide: Instead of casters, glides are smooth feet that allow a chair to easily slide on carpeted floors.

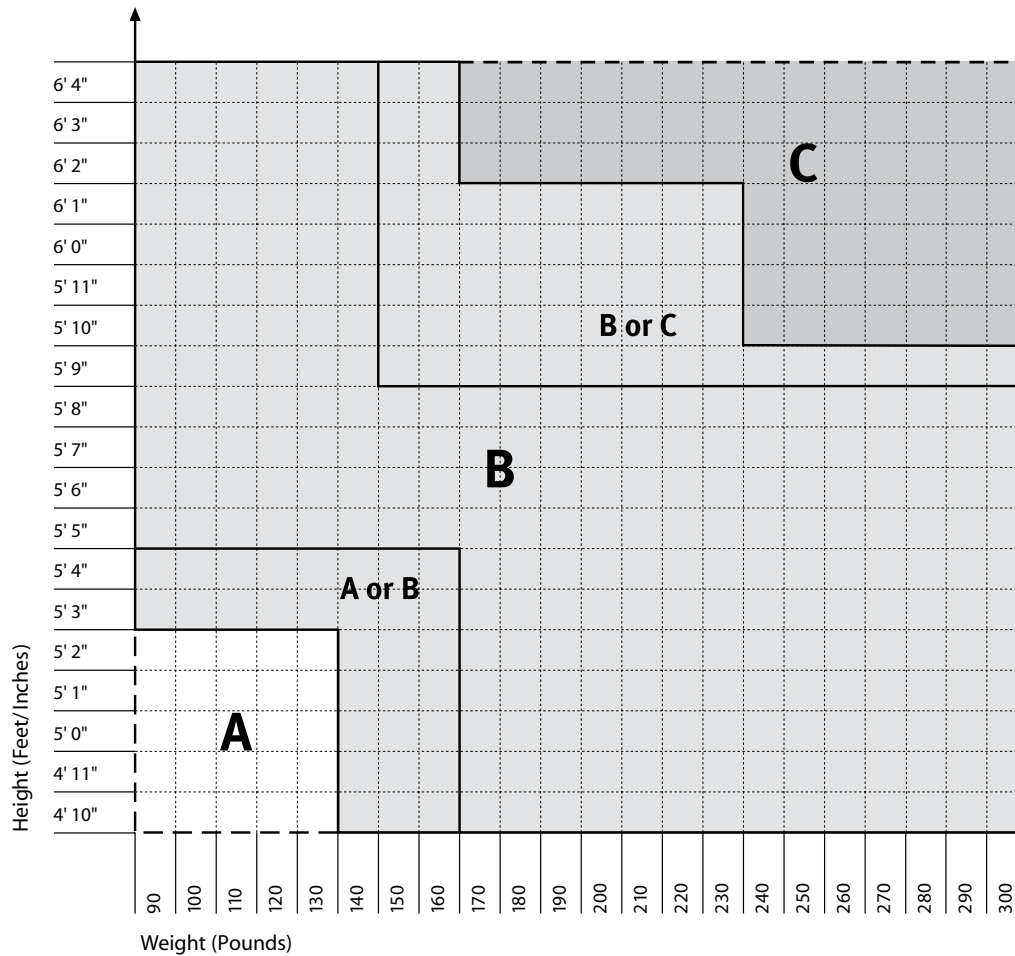
Harmonic[®] Tilt: Standard on Mirra[™] work chairs, this provides continuous balance and lets the body recline naturally, pivoting at the ankles, knees, and hips.

Kinemat[®] Tilt: Featured on Aeron[®] work chairs, it lets the user move naturally and effortlessly, from forward-leaning to reclining.

Knee Tilt: Allows the user to move naturally between postures, from upright to reclined. Feet stay flat on the floor because the front edge of the seat does not rise.

May we answer a question or help you find something? Give us a call at 801.363.5881

ERGON 3[®] & EQUA 2[®] SIZING CHART



SEATING GLOSSARY

Lumbar Support: A lower-back support that reduces fatigue and improves seated posture.

Pellicle[®] Suspension: This suspension system distributes weight evenly over the seat and back. It conforms to each user's shape and minimizes pressure. Since air can pass through the Pellicle[®], the user stays cool and comfortable.

Pneumatic Height Adjustment: With the touch of a lever, it allows users to easily adjust the heights of their chairs.

PostureFit[®]: This next-generation breakthrough provides natural, custom-fitted, lower-back support below the beltline for healthier posture and outstanding lower-back comfort.

Recline Selector[™]: Allows the user to select up to five, different, pre-defined reclined positions.

Sled Base: A typical side chair option, the sled-base chair has no tilt mechanism and is available with or without glides.

Tilt Limiter: Tilt option that allows the user to limit the amount of recline.

Tilt Limiter and Forward Seat Angle: Tilt option that allows the user to limit the amount of recline, as well as 4-5° of forward tilt for intensive tasks.

Tilt Lock: Allows the user to lock the chair in an upright position.

Tilt Tensioner: By adjusting the tilt tensioner, the user can adjust the amount of resistance required to recline a chair.

TriFlex[™] Back: Available on the Mirra[™] chair, this molded polymer back is designed to naturally adjust to the shape and motion of the individual user.

Waterfall Edge: This is the smooth slope on the front edge of the seat that reduces pressure under the thighs so circulation is not restricted.

Additional information is available on our State web site: www.hbdg.com/utah

QUADRANT™ STORAGE

Quadrant is a low-cost storage solution that securely hold archived documents, active files, office supplies, and personal items. They also help maintain a consistent, coordinated look throughout the office with a choice of several finish colors, veneers, and pull styles that coordinate with Herman Miller systems. Laterals, pedestals, and storage towers are made of welded steel.

Quadrant™ Features

Pedestals

- Depths: 20", 24", or 28"
- Mobile, Freestanding, or Attached

Lateral Files

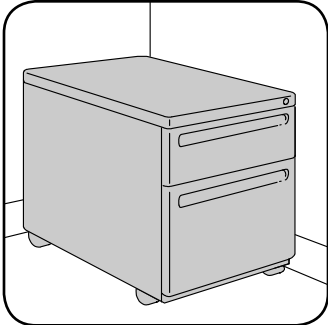
- Widths: 30", 36", or 42"
- Two to Five-Drawers High
- Front-to-Back or Side-to-Side Filing

Storage Towers

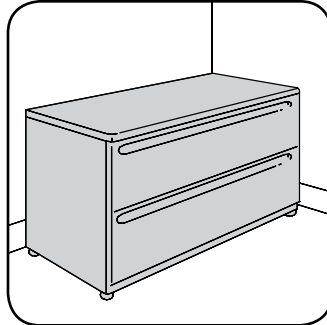
- Compact 24"x24" Footprint
- Six Heights Ranging from 53" to 73"
- Four Combinations of Box & File Drawers

Standard Features

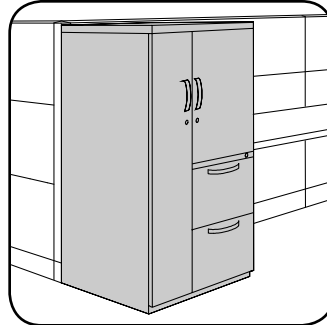
- Leveling Glides
- Full-Extension Drawer Glides



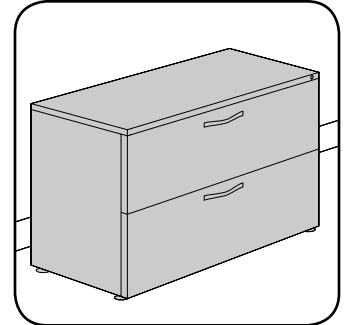
Pedestals



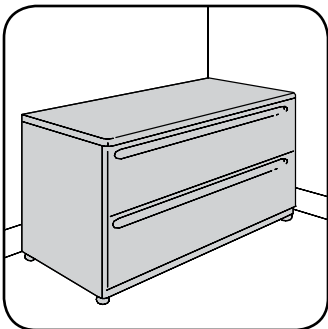
Lateral Files



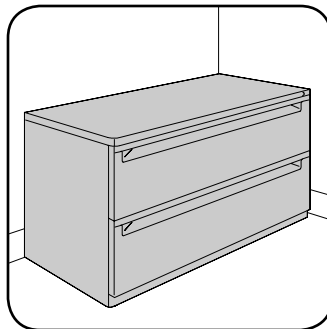
Storage Towers



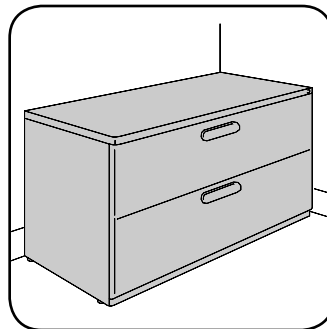
Q-Style Pull



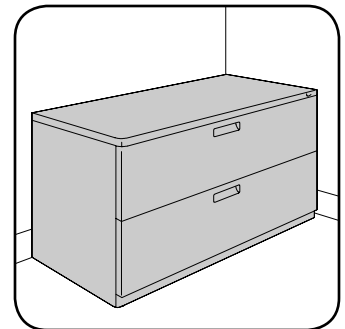
B-Style Pull



V-Style Pull



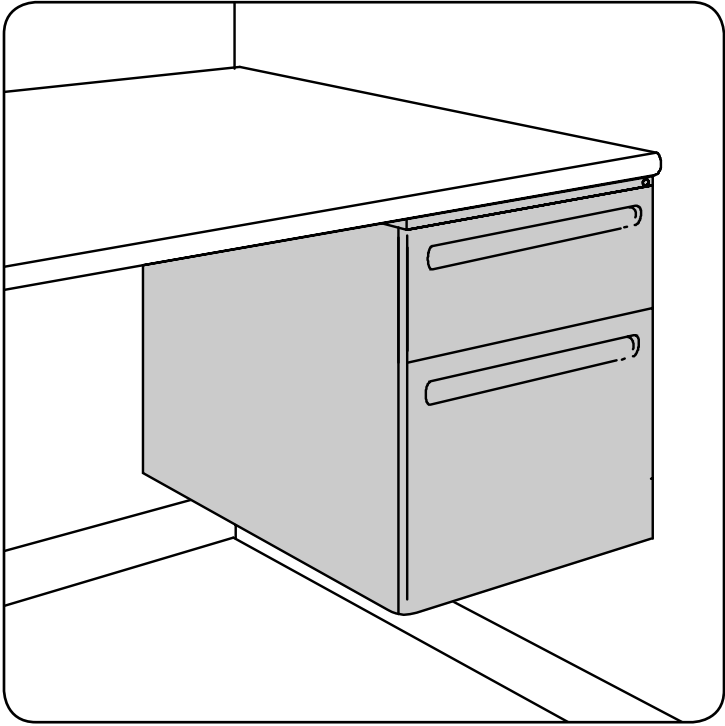
F-Style Pull



S-Style Pull

Additional information is available on our State web site: www.hbdg.com/utah

QUADRANT™ SUSPENDED PEDESTALS



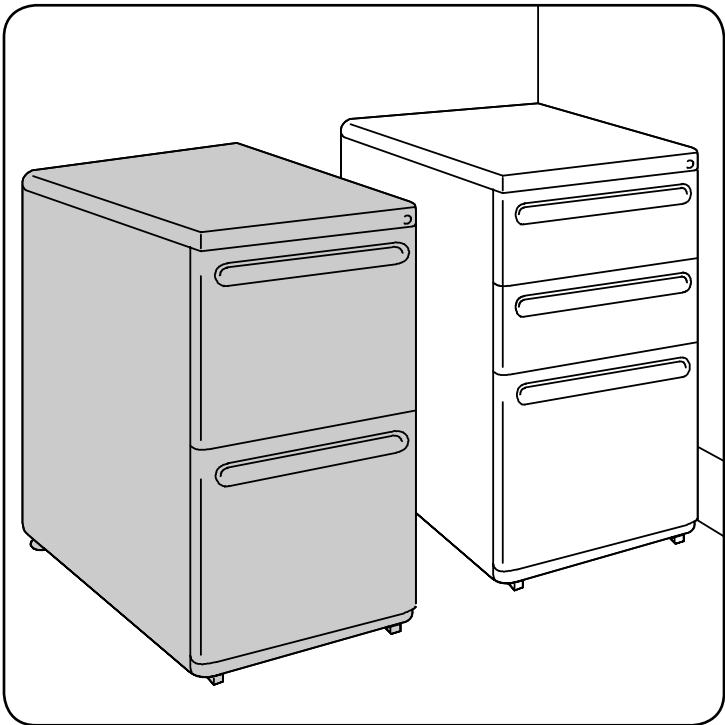
Base Model: \$125.25

- Suspended Box/File
- 15" Wide x 20" Deep
- B-Style Recessed Pulls
- Keyed Alike or Differently

Options:

- Pencil, Box, and File Drawers
- Work Surface Suspended
- 20", 24", or 28" Deep
- Five Pull Styles
- 10 Color Options

QUADRANT™ PEDESTALS



Base Model: \$181.50

- Freestanding File/File
- 15" Wide x 20" Deep
- B-Style Recessed Pulls
- Keyed Alike or Differently

Options:

- Pencil, Box, and File Drawers
- Freestanding and Mobile
- Workstation Structural Support
- 20", 24", or 28" Deep
- Five Pull Styles
- 10 Color Options

May we answer a question or help you find something? Give us a call at 801.363.5881

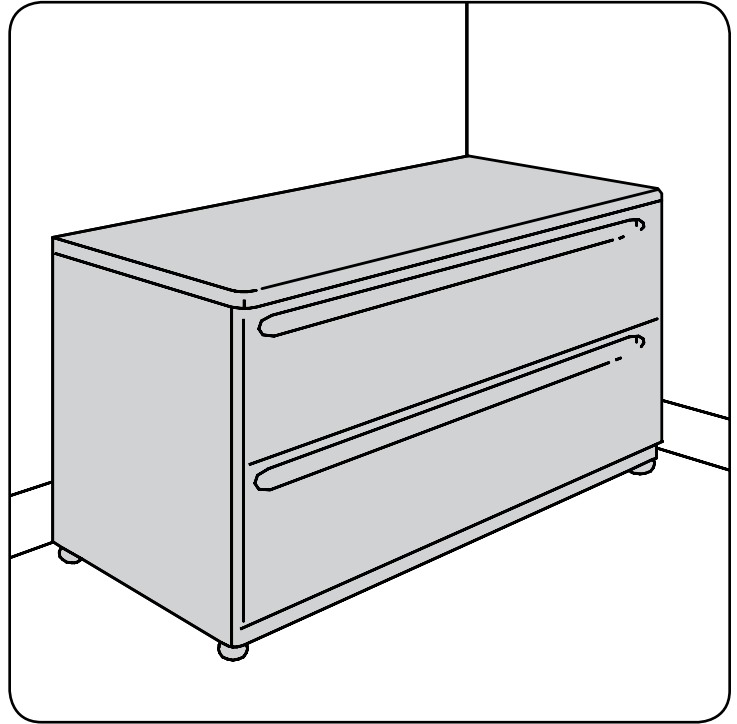
QUADRANT™ LATERAL FILES

Base Model: \$415.80

- Two Drawers
- 30" Wide x 20" Deep
- B-Style Recessed Pulls
- Counter-weight

Options:

- 2, 3, or 4 Drawers
- 30", 36", or 42" Wide
- Flipper Door with Pullout Shelf
- Five Pull Styles
- Paint or Wood Veneer Finishes



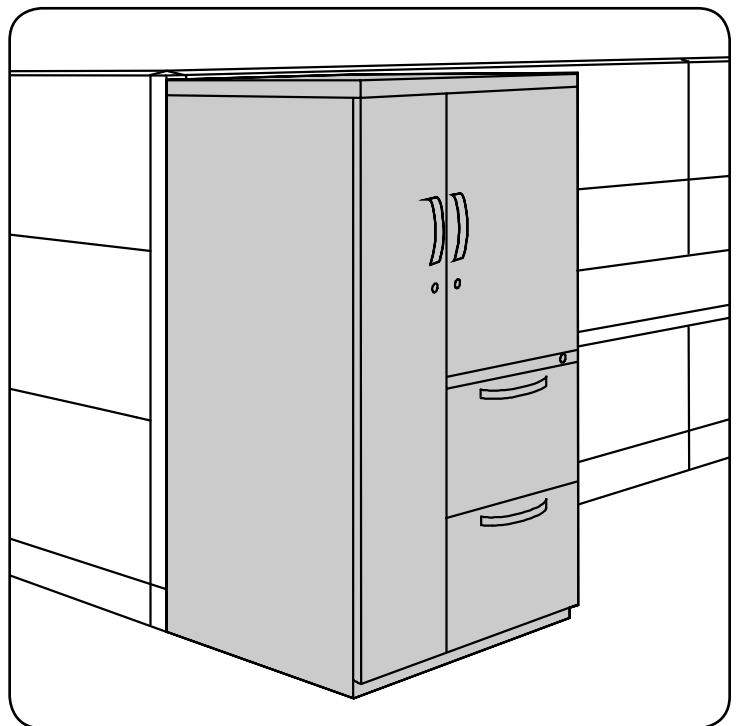
QUADRANT™ STORAGE TOWERS

Base Model: \$952.14

- 53" High x 24" Wide x 24" Deep
- Two File Drawers
- Q-Style Pulls
- Door, Drawer, & Wardrobe Locks

Options:

- 53", 54", 62", 65", 67", or 70" High
- Four Box/File Configurations
- No, Partial, or Full Locking Capability
- Two Pull Styles
- 12 Finish Options



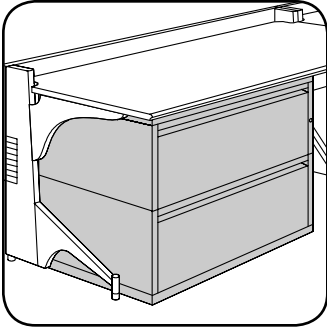
Additional information is available on our State web site: www.hbdg.com/utah

MERIDIAN[®] STACKABLE STORAGE

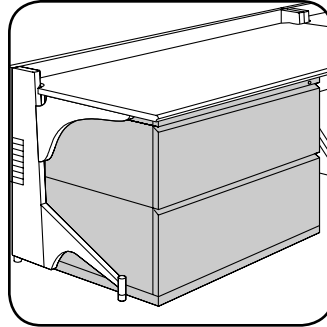
Different people store different things, so Meridian Stackable Storage modules have built-in flexibility. Each unit is made up of modules, each with a particular function—from file drawer to bookcase to display shelf to wardrobe. The modules are combined and stacked for customized, consolidated storage in one multi-purpose, space-efficient unit.

Meridian[®] Features

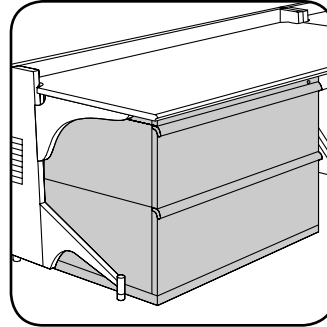
- Dual-Sided Access
- Mobile and Stationary Units
- 113 Choices of Paint, Laminate, & Wood
- Individually or Centrally Locking Files
- Storage Options for Every Need
- Tall Cabinets for Large Items
- Half-Height Drawers for Small Items
- Decorative Glass Doors
- 21 Stacking Modules
- Thousands of Configurations



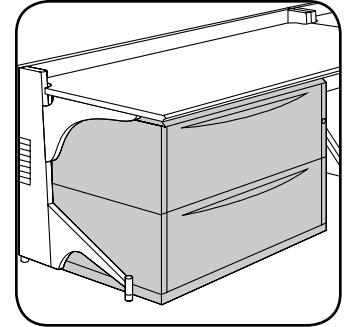
Standard Pull



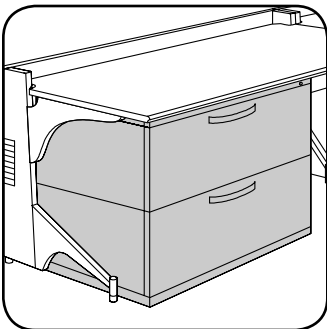
Bevel-Style Pull



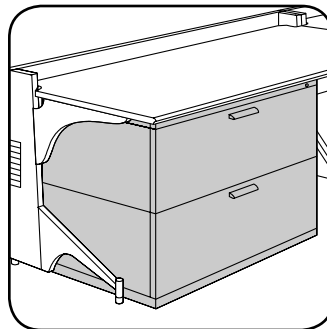
Contour-Style Pull



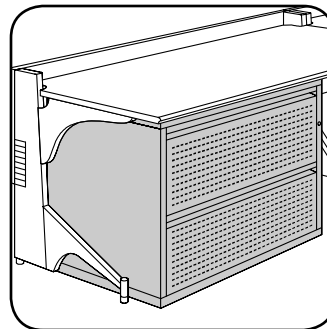
Compass™ Pull



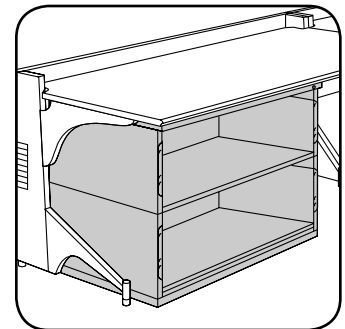
Arc-Style Pull



Sloped-Style Pull



Perforated Fronts



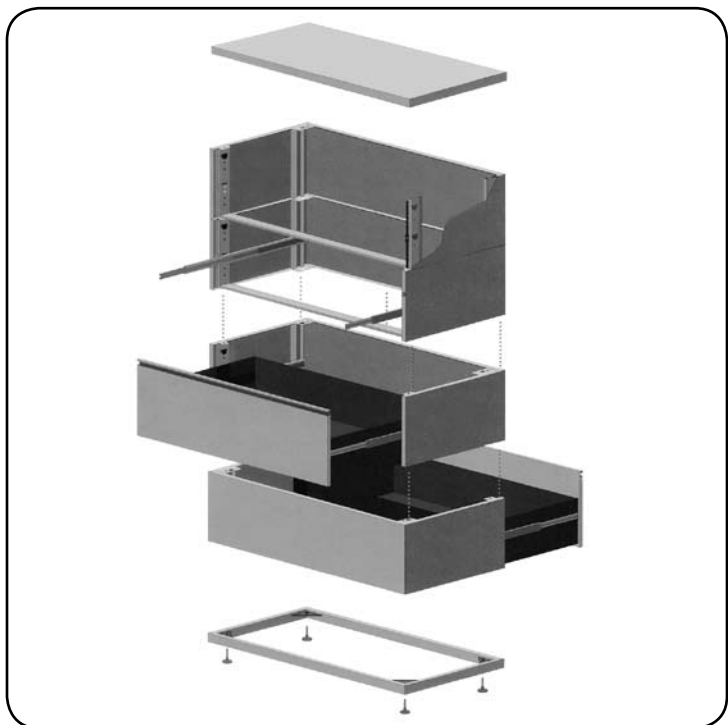
Frontless

Additional information is available on our State web site: www.hbdg.com/utah

MERIDIAN[®] CONSTRUCTION

Stacking Storage

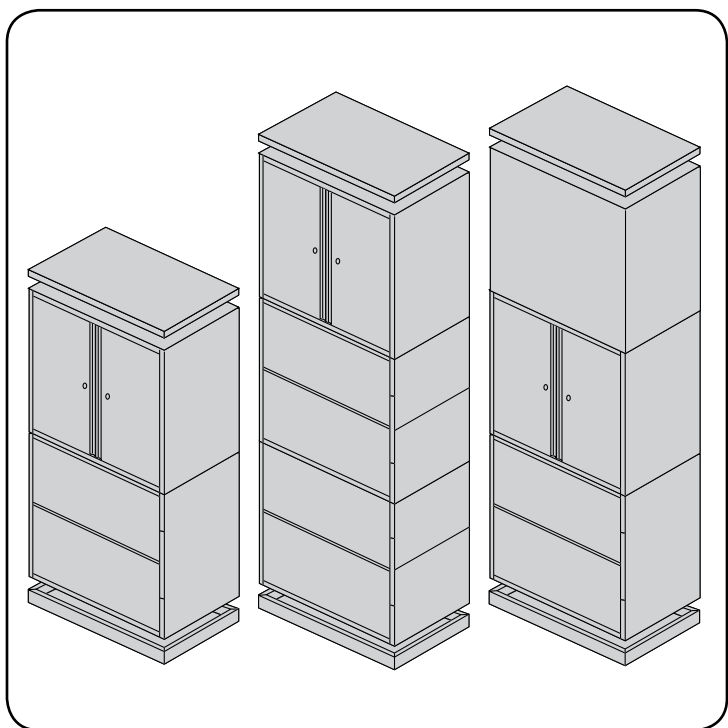
- Stackable, Reversible, Interchangeable
- Reconfigurable to Change with You
- Five Top Heights ($1\frac{1}{32}"$ to $6\frac{1}{2}"$)
- Five Module Heights ($11\frac{3}{4}"$ to $26\frac{1}{4}"$)
- Five Base Heights ($1"$ to $4\frac{1}{4}"$)
- Six Pull Styles or Frontless
- Paint, Laminate, & Wood Finishes
- Smooth or Textured Steel Cases



CUSTOM CONFIGURATIONS

Meridian[®] Spec-A-File

- Steel Finishes (Smooth or Textured)
- 61 Paint Colors
- 35 Laminates
- 17 Wood Veneers
- 20 Top Options
- 21 Modules
- 13 Interior Options
- 9 Featured Bases
- 4 Lock Styles

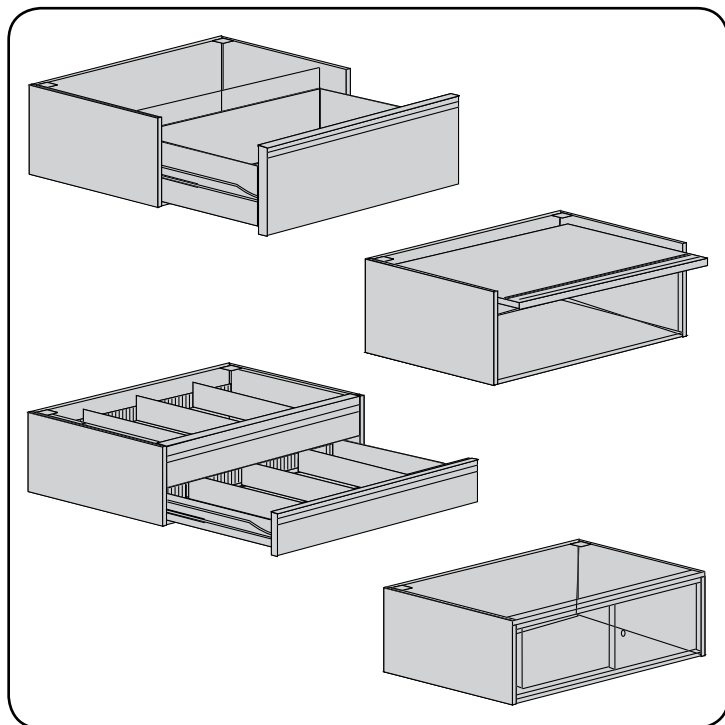


May we answer a question or help you find something? Give us a call at 801.363.5881

MERIDIAN[®] STORAGE MODULES

Building Blocks

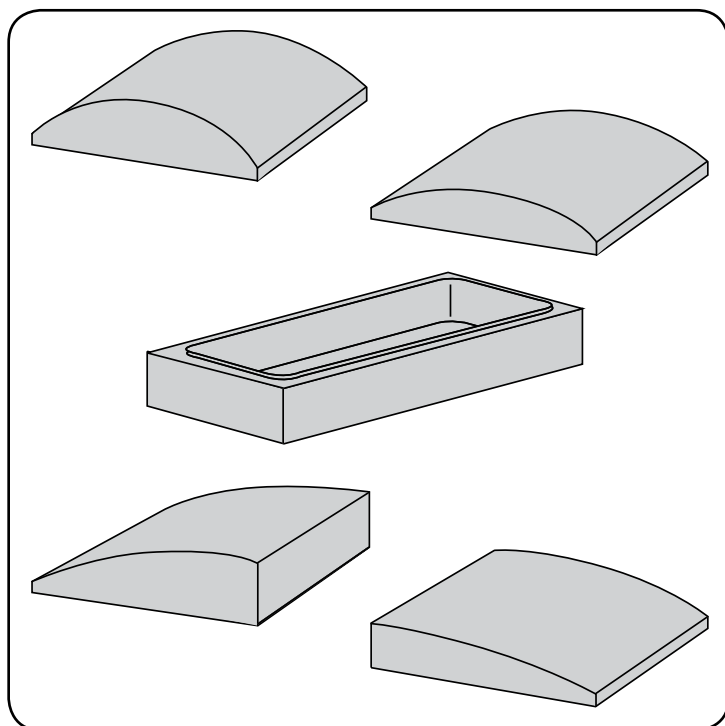
- Five Height Options (11³/₄" to 26¹/₄")
- File Drawers (Three Depths)
- Half-Height Drawers
- Flipper Door Cabinet
- Pull-Out Shelf with Flipper Door
- Frontless Module (Closed Back)
- Pass-Through Module (Open Back)
- Fixed Shelf with Locking Sliding Doors



TOP OPTIONS

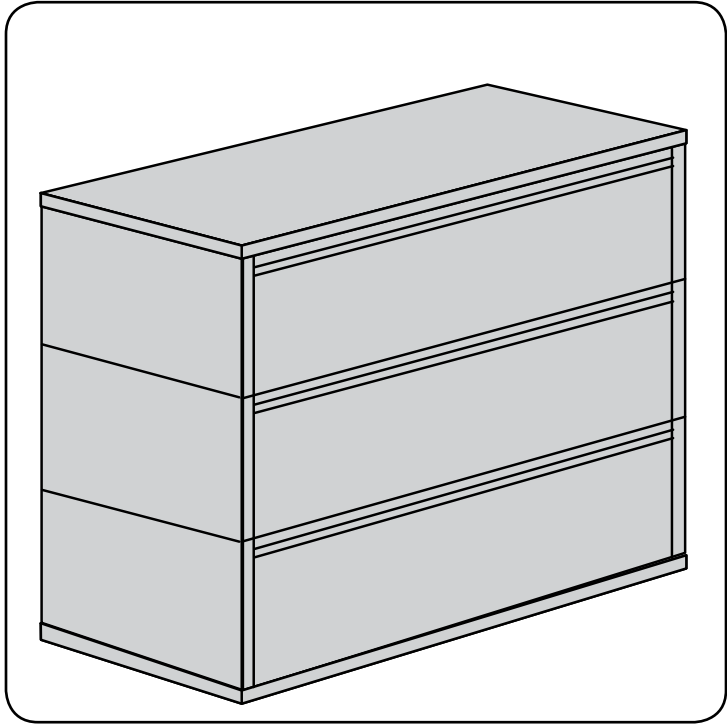
The Crowning Element

- Five Height Options (1¹/₃₂" to 6¹/₂")
- Square or Radius Edge Metal
- Laminate with Vinyl Edge
- Wood Veneer
- 1¹/₃₂" Flat Steel for Security
- Half- and Full-Dome
- Planter Box
- Fabric Cushion
- No Top
- 20 Options in All



Additional information is available on our State web site: www.hbdg.com/utah

MERIDIAN[®] LATERAL FILES



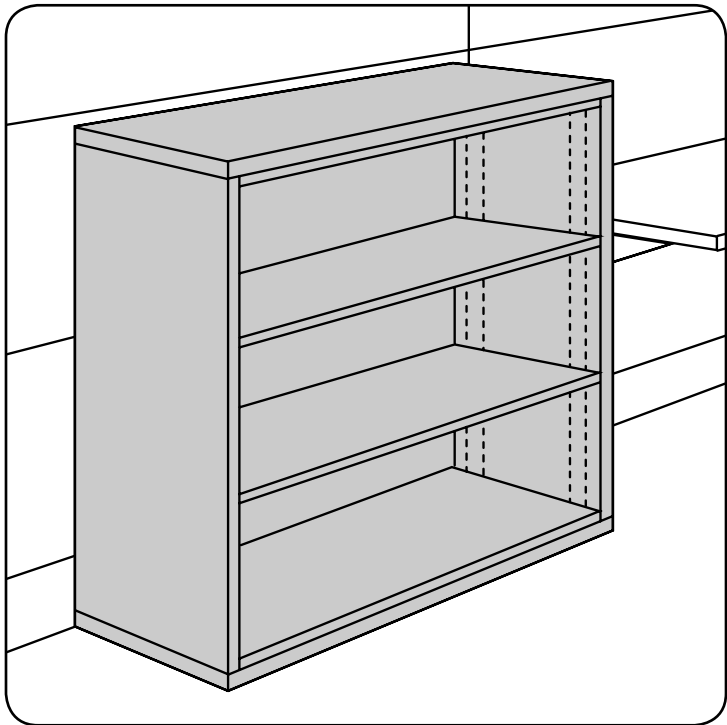
Base Model: \$469.65

- 30" Wide x 29" High x 20" Deep
- 3-Drawer, Standard Pull
- Square or Radius-Edge Metal Top
- Counter-weight

Options:

- 30", 36", or 42" Wide
- 18" or 20" Deep
- 9 Configurations, 2 to 6 Modules High
- 19 Top Options
- Six Pull Styles or Frontless
- Smooth or Textured Steel Case

MERIDIAN[®] BOOKCASES



Base Model: \$247.85

- 30" Wide x 42" High x 15" Deep
- Smooth or Textured Steel
- Two Shelves
- 1 1/4" Metal Top, 1 1/2" Metal Base

Options:

- 30" to 42" Wide, 26 1/4" to 65 1/2" High
- Sliding Doors
- Up to eight shelves
- Paint, Laminate, or Veneer Top
- 3 1/4" Casters
- Eight Top & Five Base Styles

May we answer a question or help you find something? Give us a call at 801.363.5881

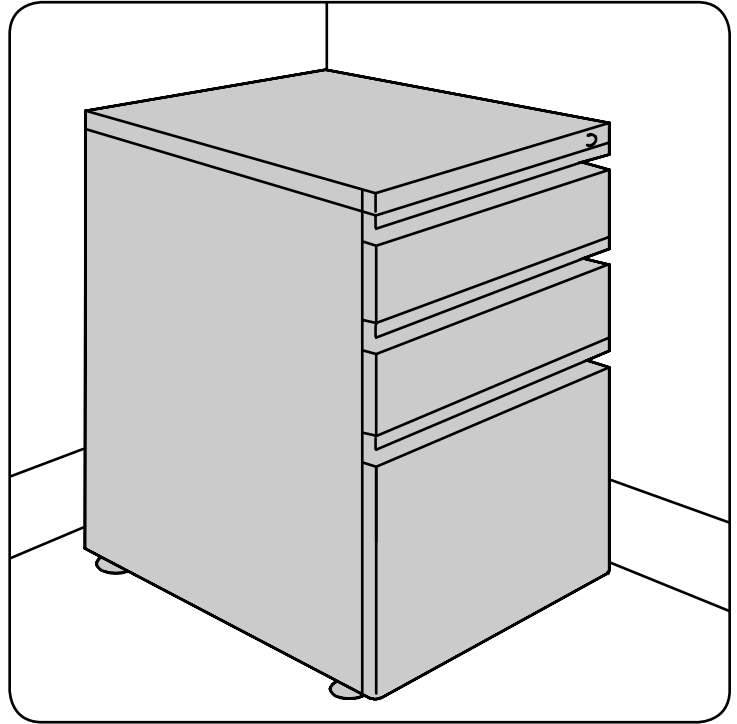
MERIDIAN[®] PEDESTALS

Base Model: \$259.94

- Freestanding Box/Box/File
- 15" Wide x 18" Deep
- Standard Recessed Pulls
- Keyed Alike or Differently

Options:

- Personal, Box, and File Drawers
- Freestanding, Mobile, or Suspended
- 18", 22", or 28" Deep
- 15" or 18" Wide
- Six Pull Styles or Frontless
- Counterweight



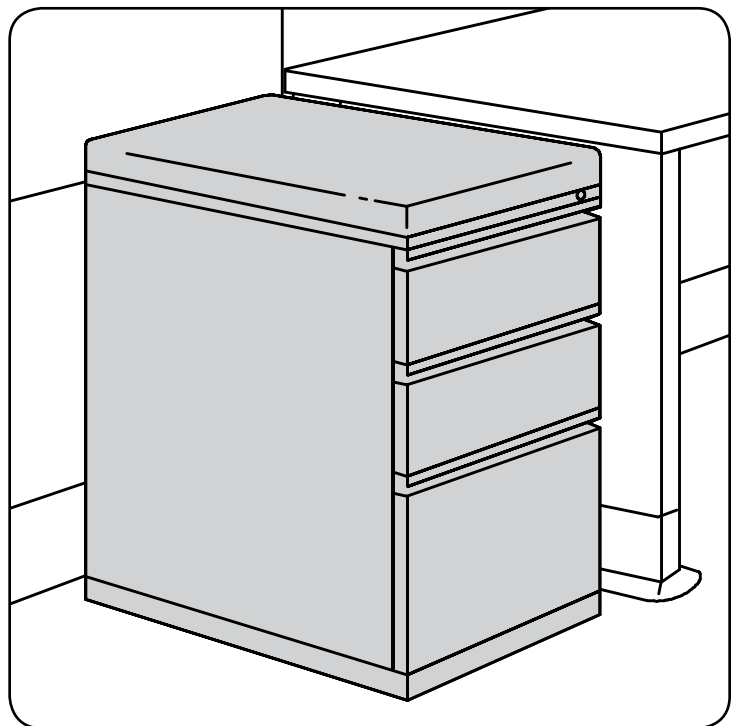
MERIDIAN[®] PEDASTOOLS[®]

Base Model: \$362.70

- Freestanding Box/Box/File
- 15" Wide x 18" Deep
- Standard Recessed Pulls
- 2" Cushion Top (Grade 1 Fabric)

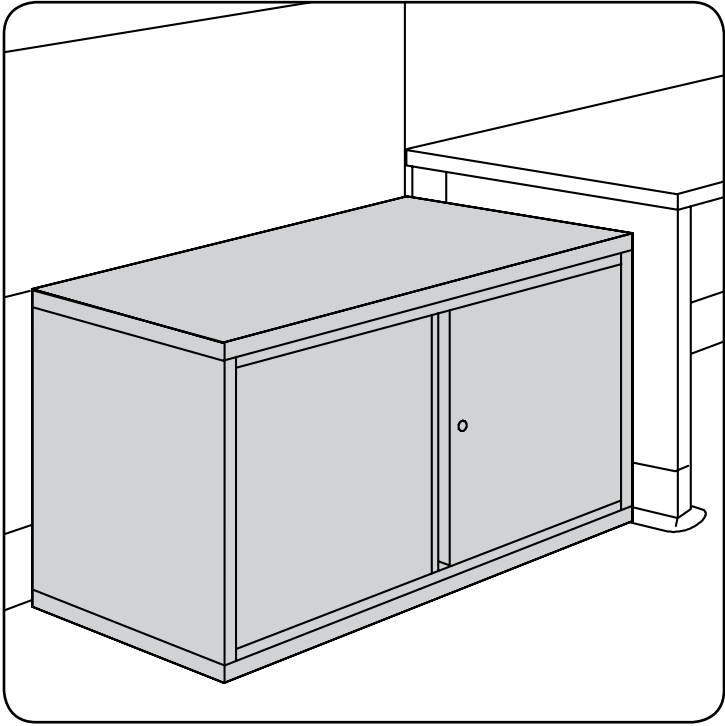
Options:

- Personal, Box, and File Drawers
- Freestanding or Mobile
- 18", 22", or 28" Deep
- 15" or 18" Wide
- Six Pull Styles or Frontless
- Counterweight



Additional information is available on our State web site: www.hbdg.com/utah

MERIDIAN® STORAGE CASE



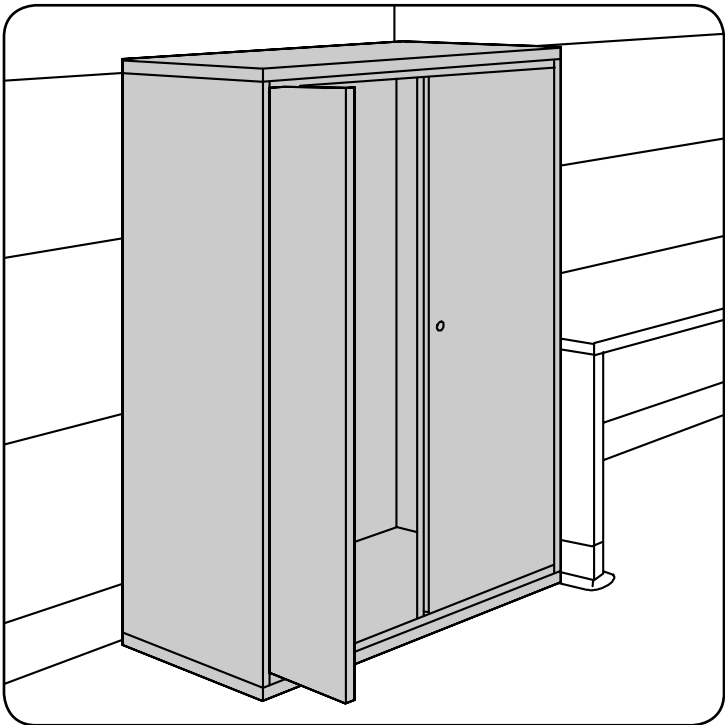
Base Model: \$251.57

- 30" Wide x 29" High x 18" Deep
- Locking Doors with Standard Pulls
- One Shelf
- 1 1/4" Metal Top, 1 1/2" Metal Base

Options:

- 1" to 2" Cushion Top
- 18" or 20" Deep
- 5 1/2" High Mobile Base
- Eight Front/Pull Styles
- Standard or No Doors

MERIDIAN® STORAGE CASE



Base Model: \$400.37

- 30" Wide x 65 3/4" High x 18" Deep
- Locking Doors with Standard Pulls
- Three Shelves
- 1 1/4" Metal Top, 1 1/2" Metal Base

Options:

- 30" to 42" Wide, 24 1/2" to 76 1/2" High
- Smooth or Textured Steel
- Coat Rod and/or Shelves
- 20 Top Styles and 6 Bases
- Standard or No Doors

May we answer a question or help you find something? Give us a call at 801.363.5881

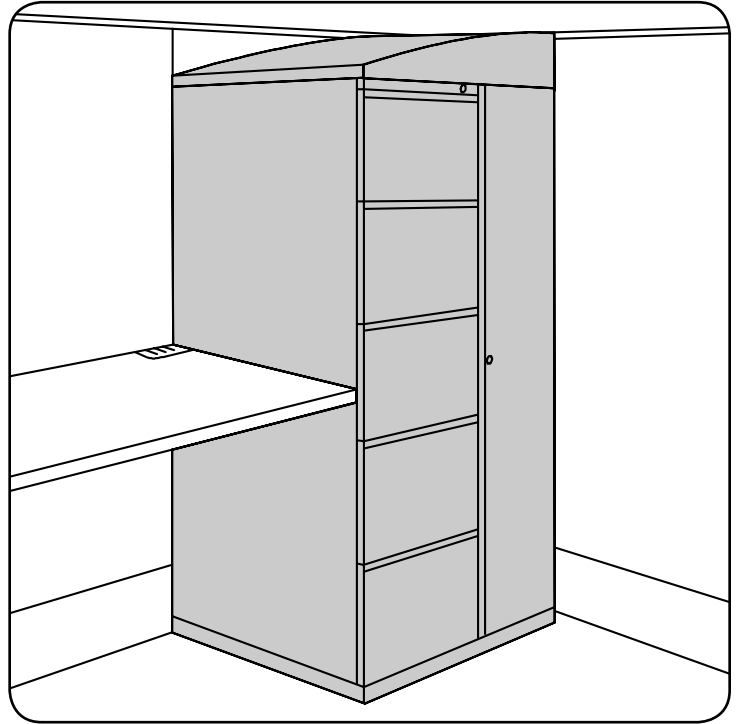
MERIDIAN[®] VERTICAL TOWER

Base Model: \$1,061.60

- Five File Drawers and Wardrobe
- 24" Wide x 24" Deep x 62³/₄" High
- Standard Pulls, 1 ¹/₄" Top, 1 ¹/₂" Base
- Shown with Optional Half-Dome Top

Options:

- 25", 36", 48", 51", 60", or 64" Modules
- Various Base and Top Modules
- Files, Cabinets, Wardrobes, & Shelves
- 24" to 48" High Mobile Units
- Paint, Laminate, & Wood Finishes
- Smooth or Textured Steel Case



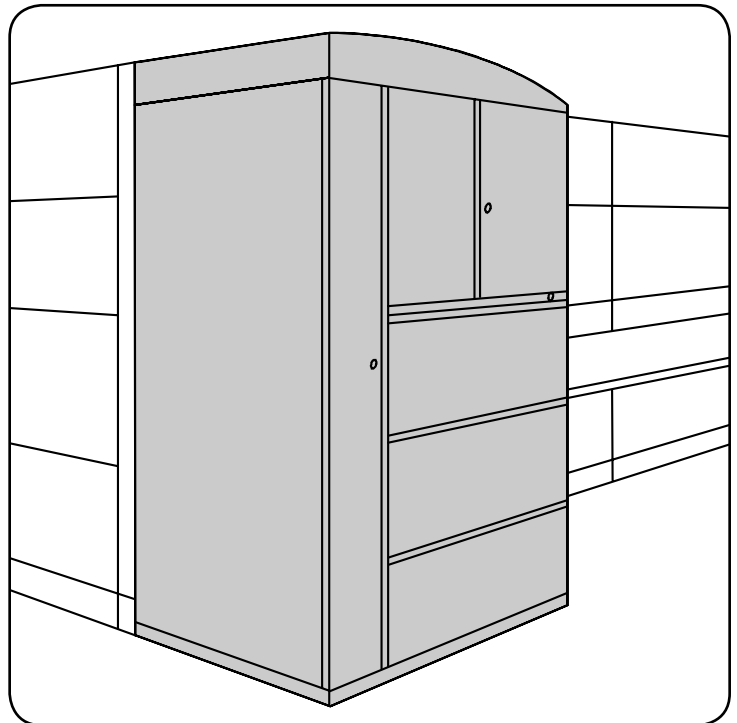
MERIDIAN[®] LATERAL TOWER

Base Model: \$1,225.28

- 36" Wide x 24" Deep x 62³/₄" High
- Wardrobe, 3 Laterals, Storage Case
- Standard Pulls, 1 ¹/₄" Top, 1 ¹/₂" Base
- Shown with Optional Half-Dome Top

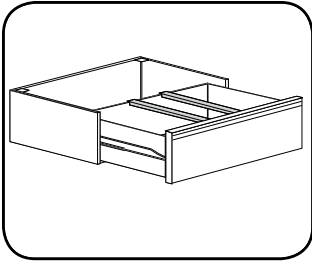
Options:

- Two Wardrobes
- Glass Storage-Case Doors
- 51" to 64" Module Heights
- 9 Top and 5 Base Styles/Heights
- Smooth or Textured Steel Finish



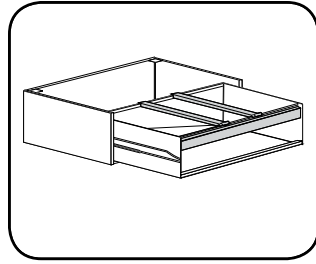
Additional information is available on our State web site: www.hbdg.com/utah

MERIDIAN[®] OPTIONS



**Front-to-Back
Filing Rails**

9P



**Front-to-Back
Filing Rails**

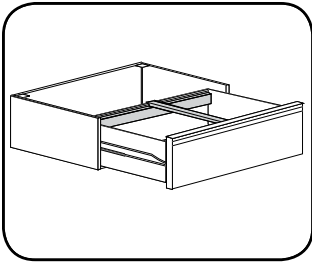
9Q

Front-to-Back Filing Rails (9P)

Front-to-back filing rails for hanging file folders. Standard in modules E, N, and P.

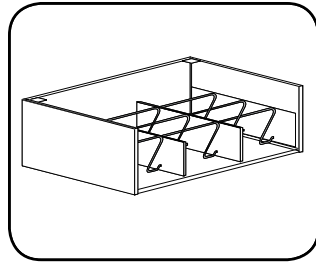
Front-to-Back Filing Rails (9Q)

Front-to-back filing rails for hanging file folders. For use in flip door units. Optional in D, H, and L modules without an upcharge.



**Front-to-Back/Side-to-Side
Filing Rails**

9C-Lx



Wobble Dividers

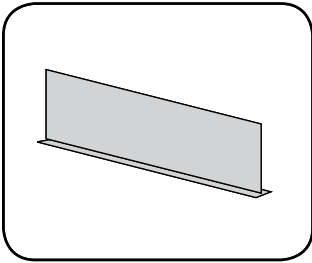
9W-Lx

Front-to-Back/Side-to-Side Filing Rails (9C-LG)

Combination front-to-back and side-to-side rails for filing one row side-to-side legal and one row front-to-back letter of hanging file folders. Optional in E, D, N, and P modules without an upcharge.

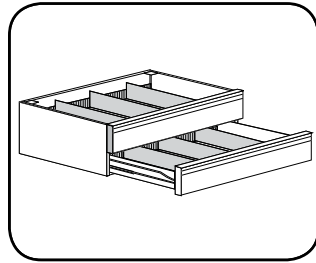
Wobble Dividers (9W-Lx)

Wobble dividers for filing letter size (shown) or legal size paper folders, front to back. Optional in E, D, H, L, N, and P modules.



Magnetic Dividers

9Y



Movable Partitions

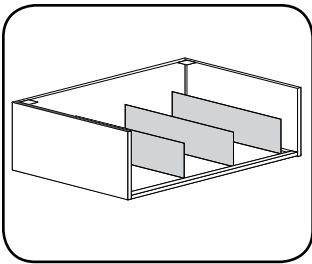
9T

Magnetic Dividers (9Y)

Three movable, magnetic dividers for large binder storage. Side-to-side filing only. Standard in A modules only.

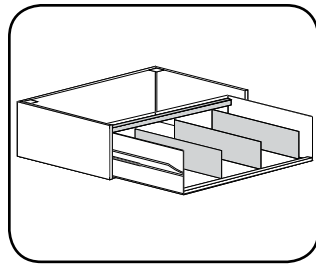
Movable Partitions (9T)

Set of six movable partitions, three per half-height drawer. Standard in B and F modules only.



Movable Dividers

9M



**Movable Dividers
with Side-to-Side Rail**

9V

Movable Dividers (9M)

Three movable dividers for filing file folders, binders, or expandable pocket folders. Standard in C, D, G, and L modules. Optional in E, H, N, and P modules without an upcharge.

Movable Dividers with Side-to-Side Rail (9V)

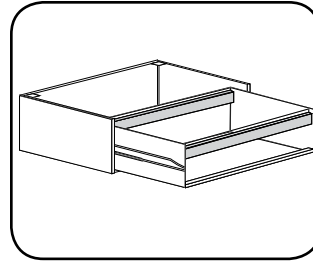
Movable dividers (9M) with side-to-side rail (9R) for tab style side-to-side filing. Optional in C, D, G, and L modules without an upcharge.

May we answer a question or help you find something? Give us a call at 801.363.5881

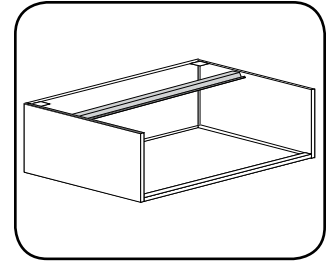
MERIDIAN[®] OPTIONS

Side-to-Side Filing Rails (9R)

Side-to-side filing rails for hanging file folders (letter, legal, A-4, foolscap). Also available for computer printout hanging binders and folders.



Side-to-Side Filing Rails
9R



Bar for Center Point
Hanging Computer Items
9L

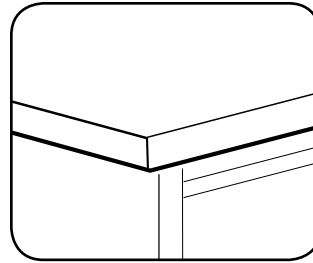
Square Edge Top

Metal top with square edge. Baked enamel finish. Laminate top with self- or vinyl-edge.

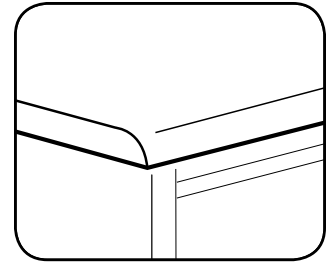
Height: 1" (metal) or 1 1/4" (metal or laminate)

Depth: 18" or 20"

Width: 30", 36", or 42"



Square Edge Top
(Metal or Laminate)



Radius Edge Top
(Metal or Laminate)

Radius Edge Top

Metal top with radius edge front and back. Baked enamel finish. Laminate top with radius edge front and back. Laminate version not available with top lock.

Height: 1 1/4"

Depth: 18" or 20"

Width: 30", 36", or 42"

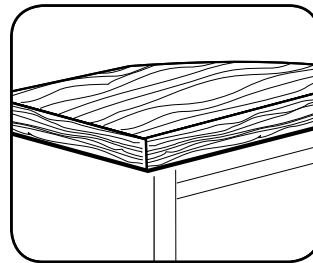
Wood Veneer Top

Wood veneer top with 3mm edge banding. Available in standard or recut wood veneers.

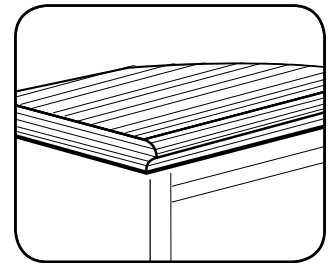
Height: 1 1/4"

Depth: 18" or 20"

Width: 30", 36", or 42"



Wood Veneer Top



Wood Veneer Top
with Oversail Edge

Wood Veneer Top with Oversail Front Edge

Wood veneer top and wood composite edge with oversail front.

Height: 1"

Depth: 18" or 20"

Width: 30", 36", or 42"

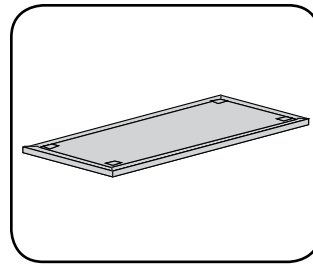
Standard Steel Base

Frame-type steel base with baked enamel finish. Includes four adjustable leveling guides.

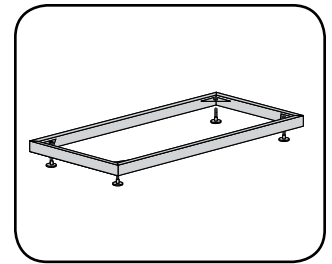
Height: 5 options, 1" to 4 1/4"

Depth: 18" or 20"

Width: 30", 36", or 42"



Standard Steel Base



Recessed Steel Base

Recessed Steel Base

Frame-type steel base with baked enamel finish. Recessed 3/4" to better conceal the four adjustable leveling guides, included.

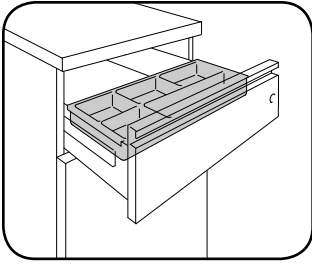
Height: 4 options, 1", 1 1/2", 2 1/4", or 3 1/4"

Depth: 18" or 20"

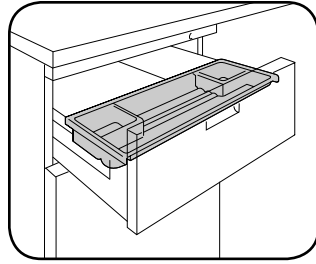
Width: 30", 36", or 42"

Additional information is available on our State web site: www.hbdg.com/utah

PEDESTAL ACCESSORIES



Pencil Tray for Box Drawer
Starting at \$7.91



Utility Tray
\$4.50

Pencil Tray for Box Drawer (73-1x) Starting at \$7.91

This plastic tray stores pencils and other small items in a box drawer. The 12"-wide tray fits in a 15"-wide box drawer; the 15"-wide pencil tray fits in an 18"-wide box drawer.

Width: 12" or 15"

Depth: 6"

Color: Black

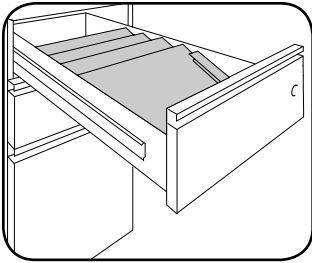
Utility Tray (G5912) \$4.50

This sectioned tray stores pencils and small items in a pencil or box drawer.

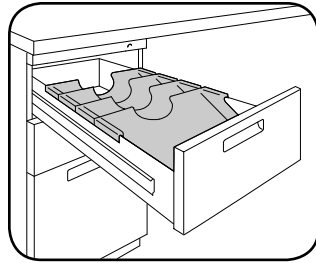
Width: 12½"

Depth: 4¾"

Color: Black



Stationary Tray for Box Drawer
Starting at \$32.09



Stationary Divider
\$11.25

Stationery Tray for Box Drawer (73-70) Starting at \$32.09

This sectioned tray stores envelopes, stationary, and forms in a box drawer. The 12"-wide tray fits in a 15"-wide box drawer; the 15"-wide pencil tray fits in an 18"-wide box drawer.

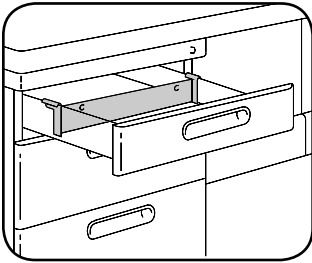
Width: 12" or 15"

Color: Black

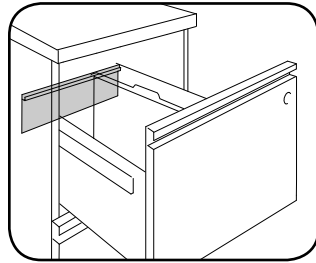
Stationery Divider (G5911) \$11.25

These four removable dividers are used in box drawers for storing envelopes, stationary, and forms. Designed for use in Quadrant™ and Meridian® 140/160 series pedestals.

Color: Black



Drawer Divider
\$3.00



File Drawer Legal Adapter
\$7.44

Drawer Divider (FAA10) \$3.00

This adjustable divider is used in a 3" deep pencil or 6" deep box drawer. Designed for use in Quadrant™ and Meridian® 140/160 series pedestals.

Color: Black

File Drawer Legal Adapter (A130) \$7.44

This adapter replaces the compressor in a file drawer to provide side-to-side filing of legal-size files in Meridian® pedestals.

Color: Black

File Converter (G5913) \$7.25/pkg of 4

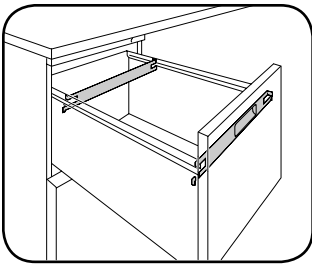
These bars convert a file drawer to hold letter- and legal-size side-to-side hanging files. Designed for use in Quadrant™ and Meridian® 140/160 series pedestals. Package of 4.

Color: Black

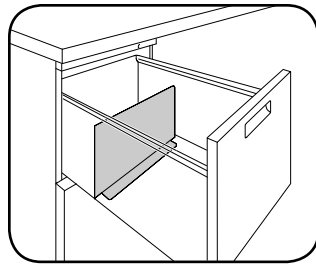
File Compressor (G5914) \$11.25/pkg of 4

These compressors lock into slots in the bottom of a pedestal file drawer to divide non-hanging files. Designed for use in Quadrant™ and Meridian® 140/160 series pedestals. Package of 4.

Color: Black



File Converter
\$7.25/pkg of 4



File Compressor
\$11.25/pkg of 4

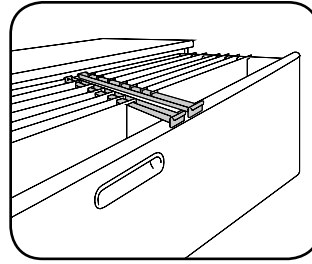
May we answer a question or help you find something? Give us a call at 801.363.5881

FILING & STORAGE ACCESSORIES

Front-to-Back Filing Rail (FAA20) \$21.06/pkg of 4

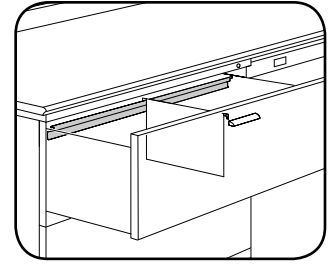
These rails provide front-to-back filing for letter- and legal-size hanging files. For use in 30", 36", or 42" wide lateral files. Package of 4.

Color: Black



Front-to-Back
Filing Rail

\$21.06/pkg of 4



Side-to-Side
Filing Rail

\$6.98

Side-to-Side Filing Rail (9RU30) \$6.98

This filing rail holds letter- or legal-size hanging folders for side-to-side filing.

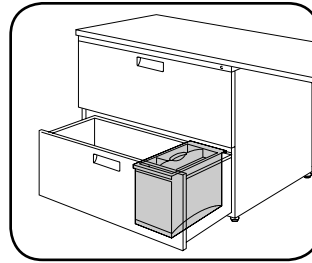
Width: 30", 36", or 42"

Color: Black

File Drawer Organizer (G5921) \$22.68

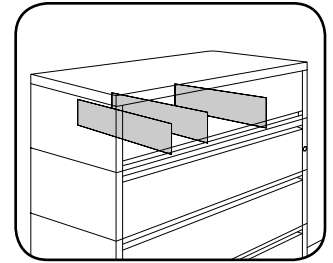
This 2-sectioned organizer fits into any file drawer arranged for letter-size filing. The removable top section stores computer disks and other small items. The bottom section stores larger items or can be divided into three compartments; it includes two vertical dividers.

Color: Black



File Drawer Organizer

\$22.68



Moveable Divider

\$4.19

Movable Divider (9M100) \$4.19

This adjustable metal divider fits into slots of an 18"- or 20"-deep lateral file drawer. Available as a single divider or package of 3 for \$10.64.

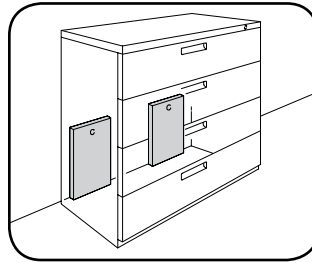
Color: Black

Counterweight (G5935) Starting at \$30.78

This counterweight attaches to the inside back of a freestanding lateral file to stabilize a file that is not anchored or ganged to another file. Includes 2 or 4 weights, depending on file width.

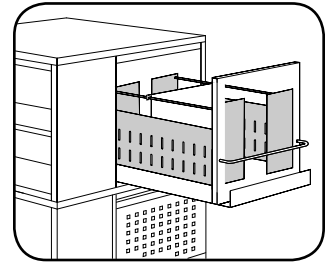
Hanging File Frame (4A-HF) \$33.95

This frame holds letter-size hanging folders on a pullout shelf in a wardrobe/storage cabinet. Paint finishes match Meridian® finish colors. \$1.25 additional for metallic paint.



Counterweight

Starting at \$30.78



Hanging File Frame

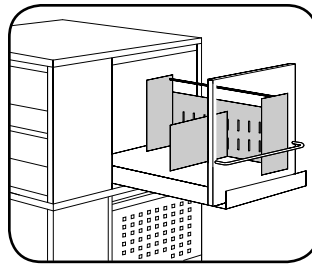
\$33.95

Binder Backstop (4A-BB) \$26.04

This binder backstop is used on a pullout shelf in a wardrobe/storage cabinet. It prevents books and binders from falling off the shelf. The backstop includes one divider. Paint finishes match Meridian® finish colors.

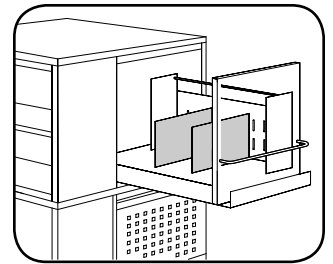
Binder Backstop Divider (4A-BD) \$15.81/pair

This removable divider is used on a pullout shelf in a wardrobe/storage cabinet. It supports and partitions books and other materials. Paint finishes match Meridian® finish colors. Package of 2.



Binder Backstop

\$26.04

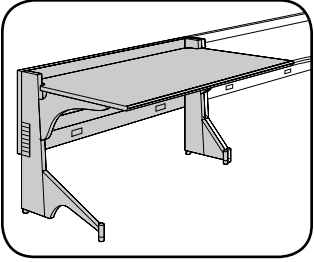


Binder Backstop Divider

\$15.81/pair

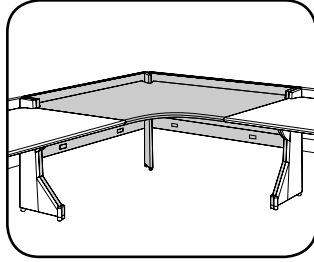
Additional information is available on our State web site: www.hbdg.com/utah

SELECT PASSAGE[®] MODULES



**Rectangular
Desk Module**

Starting at \$380.00



**Corner
Desk Module**

Starting at \$601.50

Rectangular Desk Module (PB1xx)

Starting at \$380.00

This desk module connects to other Passage desk modules or stands alone.

Width: 10 options, 24" to 78"

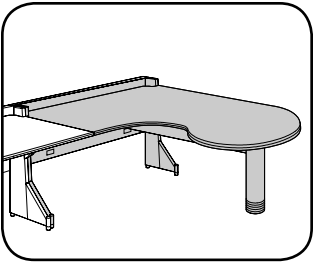
Depth: 24" or 30"

Corner Desk Module (PA1xx) Starting at \$601.50

This desk module connects to other Passage desk modules.

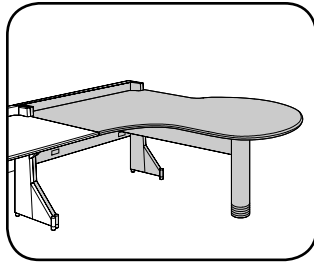
Width: 42" or 48"

Depth: 24" or 30"



**Ellipse Peninsula
Desk Module**

Starting at \$744.50



**Oblong Peninsula
Desk Module**

Starting at \$1,039.50

Ellipse Peninsula Desk Module (PC2xx)

Starting at \$744.50

This desk module connects to other Passage desk modules. It has a 9" or 24" modesty panel, cable management channels, and adjustable glides. Ten configuration options.

Width: 48"

Depth: 24" or 30" work surface; 66", 72", or 78" peninsula

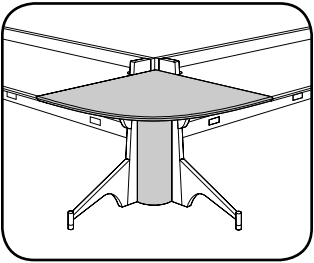
Oblong Peninsula Desk Module (PC3xx)

Starting at \$1,039.50

This desk module connects to other Passage desk modules. It has a 9" or 24" modesty panel, cable management channels, and adjustable glides. Four configuration options.

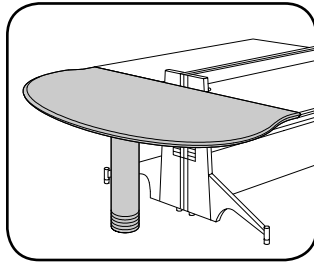
Width: 48"

Depth: 24" or 30" work surface; 90" peninsula



Corner Link

Starting at \$194.50



D-Shaped Work Surface

Starting at \$380.00

Corner Link (PD100) Starting at \$194.50

This link connects equal-height desk modules at a 90° angle.

Depth: 24" or 30"

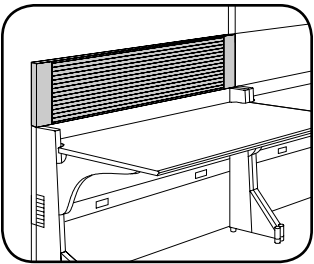
D-Shaped Work Surface (PD110)

Starting at \$380.00

This D-shaped work surface provides a shared surface between two back-to-back, equal-height desk modules. The work surface has a height adjustment range of 26" to 31" at 1" increments.

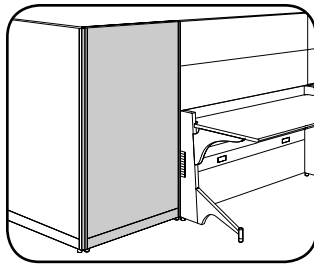
Width: 48" or 60"

Depth: 30" or 36"



Glazed Screen

Starting at \$219.50



Full-Height Screen

Starting at \$292.50

Glazed Screen (PH300) Starting at \$219.50

This 18"-high tempered glass screen attaches to a desk module or stacks on top of another 18"-high stackable, glazed, or marker board screen.

Width: 5 options, 24" to 48"

Full-Height Screen (PH10x) Starting at \$292.50

This fabric screen attaches to other full-height screens or to a desk module. It creates standing and seating privacy and divisions within an environment. Graphite trim. Tackable surfaces.

Height: 49", 59", or 67"

Width: 24", 30", 36", or 42"

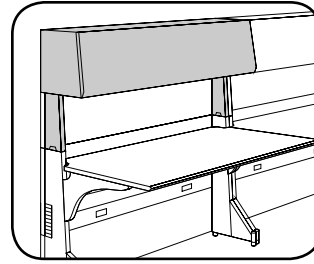
May we answer a question or help you find something? Give us a call at 801.363.5881

SELECT PASSAGE[®] MODULES

Flipper Door Unit (PJ10x) Starting at \$242.50

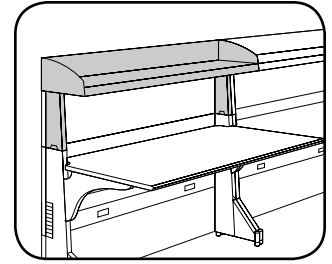
This lockable storage unit mounts on a desk module and has a painted, fabric, or veneer front. The 14"-deep shelf and flipper door enclose papers and binders, files, and other items.

Width: 10 options, 24" to 78"



Flipper Door Unit

Starting at \$242.50



Shelf

Starting at \$115.50

Shelf (PJ500) Starting at \$115.50

This 14"-deep shelf mounts on a desk module. The underside accepts a fully-recessed task light. Positionable for use with or without privacy screen.

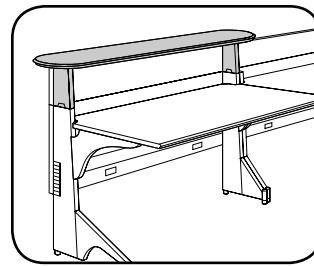
Width: 10 options, 24" to 78"

Transaction Surface (PF1xx) Starting at \$192.50

This 16"-deep surface mounts on a desk module and can be used alone or ganged with other transaction surfaces.

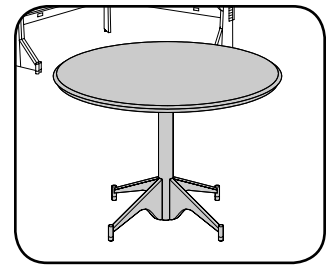
Width: 10 options, 24" to 78"

Shape: Squared, rounded, or combination ends



Transaction Surface

Starting at \$192.50



Round Table

Starting at \$492.00

Round Table (PE210) Starting at \$492.00

This round table has an X-base, a fixed height of 29", and adjustable glides. Laminate, marker board, or veneer top.

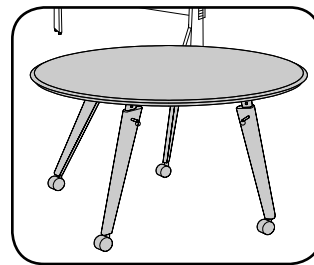
Diameter: 42" or 48"

Oval Mobile Table (PE120) Starting at \$461.00

This oval table has braking casters and a fixed or adjustable height. The fixed-height table is 29½"; the adjustable table has a height range of 26" to 31".

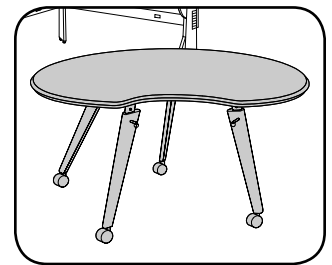
Width: 42" or 54"

Depth: 30" or 36"



Oval Mobile Table

Starting at \$461.00



Concave Mobile Table

Starting at \$489.00

Concave Mobile Table (PE140) Starting at \$489.00

This table has an indented curve on the user side and an oval curve on the guest side. It has braking casters and a fixed or adjustable height. The fixed-height table is 29½"; the adjustable table has a height range of 26" to 31".

Width: 48" or 66"

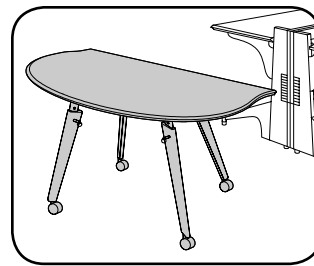
Depth: 32" or 43"

D-Shaped Mobile Table (PE130) Starting at \$475.50

This D-shaped table stands alone or provides a shared work surface between two back-to-back, equal height desk modules. It has braking casters and a fixed or adjustable height. The fixed-height table is 29½"; the adjustable table has a height range of 26" to 31".

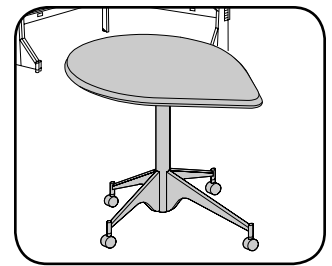
Width: 48" or 60"

Depth: 30" or 36"



D-Shaped Mobile Table

Starting at \$475.50



Teardrop Mobile Table

Starting at \$492.00

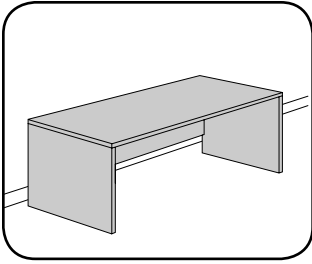
Teardrop Mobile Table (PE151) Starting at \$492.00

This teardrop table has an X-base, fixed height of 29", and braking casters. Laminate, marker board, or veneer top.

Diameter: 36"

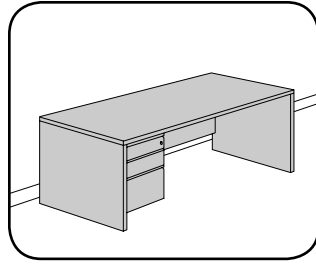
Additional information is available on our State web site: www.hbdg.com/utah

MERIDIAN[®] 5000 SERIES



Desk Shell

Starting at \$384.10



Desk with Single Pedestal

Starting at \$472.42

Desk Shell Starting at \$384.10

This desk shell connects to a 5000 series desk component or stands alone. The desk is available with a full, raised, or open back panel, with or without grommets.

Width: 48", 60", 66", or 72"

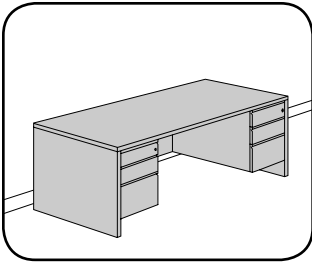
Depth: 20", 24", 30", or 36"

Desk with Single Pedestal Starting at \$472.42

This desk connects to a 5000 Series desk component or stands alone. It has one lockable pedestal in 16 configuration options.

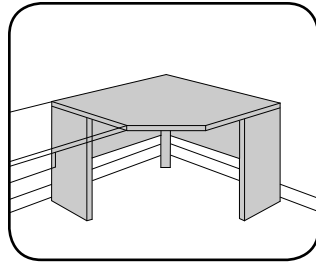
Width: 48", 60", 66", or 72"

Depth: 20", 24", 30", or 36"



Desk with Double Pedestal

Starting at \$575.92



Corner Desk

Starting at \$341.32

Desk with Double Pedestal Starting at \$575.92

This desk connects to a 5000 Series desk component or stands alone. It has two lockable pedestals in 8 configuration options.

Width: 60", 66", or 72"

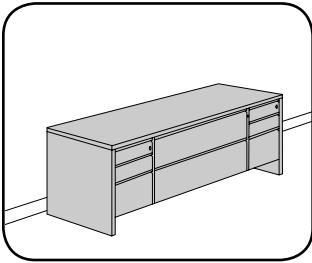
Depth: 20", 24", 30", or 36"

Corner Desk Starting at \$341.32

This 90° corner desk connects to a 5000 Series component or stands alone. The desk is available with a full, raised, or open back panel, with or without grommets. It is also available with an inward curved corner.

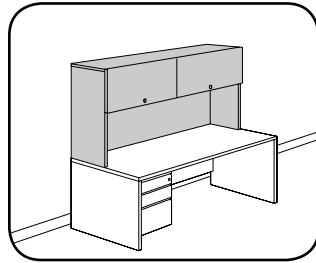
Width: 36", 42", or 48"

Depth: 20", 24", or 30"



Credenza

Starting at \$957.72



Flipper Door Unit

Starting at \$354.66

Credenza Starting at \$957.72

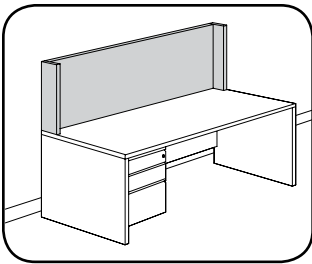
This freestanding 24"-deep credenza has painted front storage components with standard pulls, a full back panel, and adjustable glides. It has a lateral file/pedestal combination or a hinged-door storage cabinet/pedestal combination.

Width: 63", 69", or 75"

Flipper Door Unit Starting at \$354.66

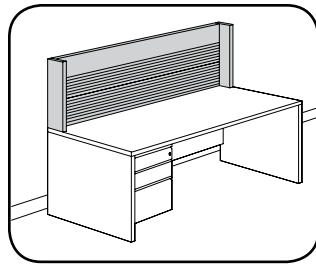
This lockable storage unit stands on a 5000 series desk component. The underside of the unit accepts a task light, and the back is available either open or closed. The closed back unit has a tackboard or tool rail option.

Width: 7 options, 30" to 72"



Desk-Mounted Tackboard

Starting at \$138.46



Tool Rail with Tackboard

Starting at \$207.46

Desk-Mounted Tackboard Starting at \$138.46

This 24"-high tackboard attaches to the back of a 5000 Series desk to display notes, photographs, or art. It has a fabric surface and steel end panels.

Width: 8 options, 24" to 72"

Tool Rail with Tackboard Starting at \$207.46

This 24"-high tool rail with tackboard attaches to a 5000 Series desk to hold work tools. It has steel end panels and a steel back panel and includes a 5¾"-high fabric tackboard at the top.

Width: 7 options, 30" to 72"

May we answer a question or help you find something? Give us a call at 801.363.5881

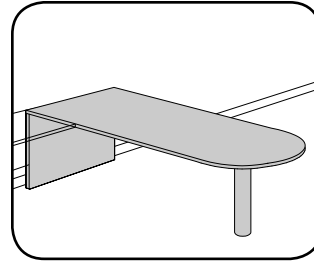
MERIDIAN[®] 5000 SERIES

D-Shaped Peninsula Starting at \$347.30

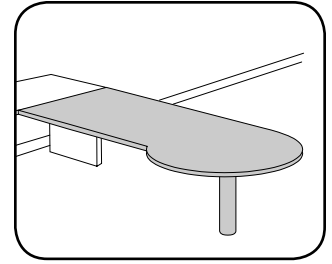
This D-shaped peninsula attaches to the side or end of a 5000 Series desk component.

Width: 48", 60", 66", or 72"

Depth: 30" or 36"



D-Shaped Peninsula
Starting at \$347.30



P-Shaped Peninsula
Starting at \$422.28

P-Shaped Peninsula Starting at \$422.28

This P-shaped peninsula attaches to the side or end of a 5000 Series desk component.

Width: 48", 60", 66", or 72"

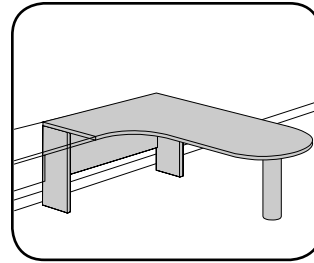
Depth: 30" or 36"

Curved Corner Desk with D-Shaped Peninsula Starting at \$495.88

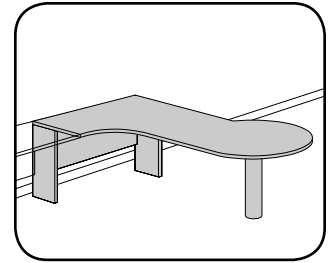
This D-shaped peninsula desk connects to a 5000 Series component or stands alone. It has full or 10"-deep recessed end panels, and a full, raised, or open back panel.

Width: 60", 66" or 72"

Depth: 24" at return; 30" across peninsula



Curved Corner Desk
with D-Shaped Peninsula
Starting at \$495.88



Curved Corner Desk
with P-Shaped Peninsula
Starting at \$638.48

Curved Corner Desk with P-Shaped Peninsula Starting at \$638.48

This P-shaped peninsula desk connects to a 5000 Series component or stands alone. It has full or 10"-deep recessed end panels, and a full, raised, or open back panel.

Width: 60", 66" or 72"

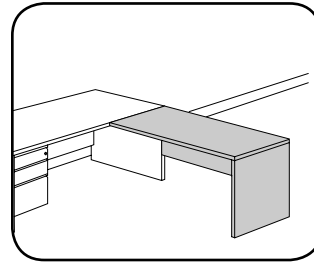
Depth: 24" at return; 30" across peninsula; 36" diameter end

Return Shell Starting at \$241.50

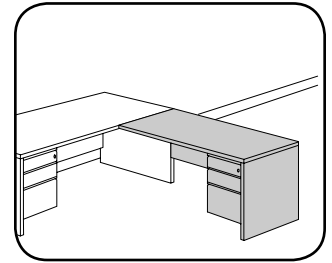
This return connects to a 5000 Series desk component. Each return has a full, raised, or open back panel.

Width: 8 options, 24" to 72"

Depth: 20", 24", or 30"



Return Shell
Starting at \$241.50



Return
with Single Pedestal
Starting at \$303.14

Return with Single Pedestal Starting at \$303.14

This return connects to a 5000 Series desk component and has one lockable pedestal in eight configuration options.

Width: 8 options, 24" to 72"

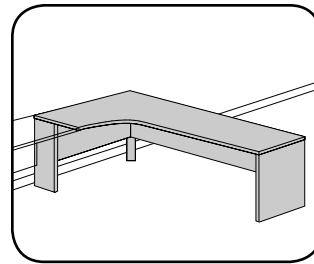
Depth: 20", 24", or 30"

Extended Curved Corner Desk Shell Starting at \$524.32

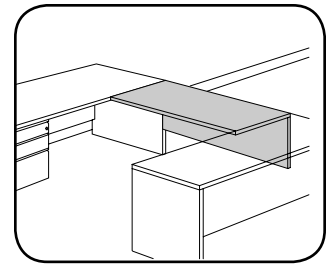
This desk connects to a 5000 Series component or stands alone. Right- or left-hand return, three options of back panels.

Width: 5 options, 42" to 72"; 12 configurations

Depth: 24"



Extended Curved Corner
Desk Shell
Starting at \$524.32



Bridge
Starting at \$133.86

Bridge Starting at \$133.86

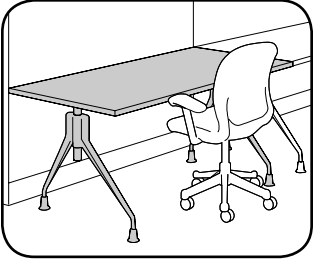
This bridge connects two 5000 Series desk components. Each bridge has a full, raised, or open back panel.

Width: 5 options, 24" to 48"

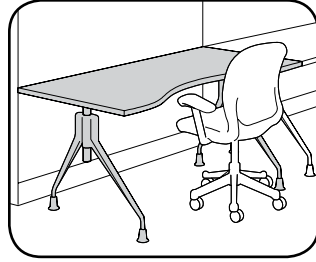
Depth: 20", 24", or 30"

Additional information is available on our State web site: www.hbdg.com/utah

AVIVE™ TABLE DESKS



Rectangular Table Desk
Starting at \$374.85



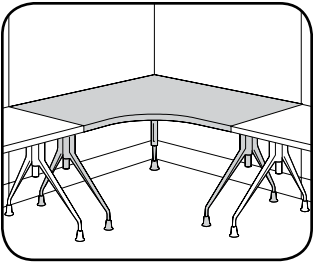
Concave Rectangular Table Desk
Starting at \$394.45

Rectangular Table Desk (DL221)
Starting at \$374.85

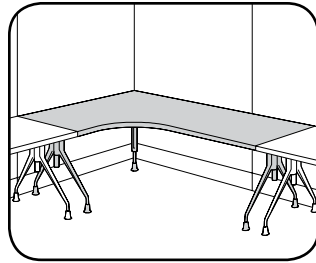
This table desk stands alone or works with other Avive™ tables.
Depth: 24" or 30"
Width: 5 options, 48" to 72"

Concave Rectangular Table Desk (DL231)
Starting at \$394.45

This concave rectangular table desk stands alone or works with other Avive™ tables. It has an indented curve on the user side.
Depth: 24" or 30"
Width: 48" or 60"



Concave Corner Table Desk
Starting at \$498.05



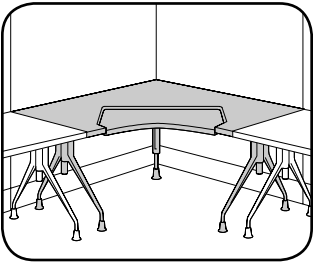
Extended Corner Table Desk
Starting at \$567.35

Concave Corner Table Desk (DL401)
Starting at \$498.05

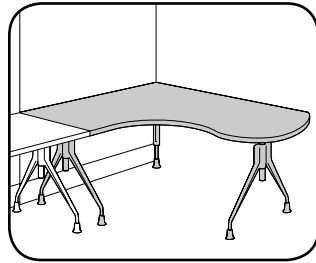
This 90° corner table desk stands alone or works with other Avive™ tables. It has an indented curve on the user side.
Depth: 24" or 30"
Width: 48" or 60"

Extended Corner Table Desk (DL4x1)
Starting at \$567.35

This 90° corner table desk stands alone or works with other Avive™ tables. It is available with a right- or left-hand extension.
Depth: 24" or 30"
Width: 18 configuration options, 42" to 72"



Corner Table Desk with Input Platform
Starting at \$776.30



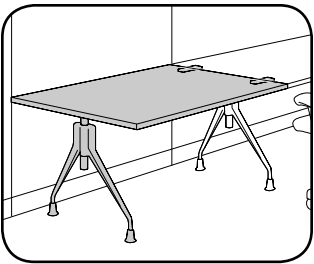
Extended Corner Table Desk with Ellipse End
Starting at \$572.60

Corner Table Desk with Input Platform (DL411)
Starting at \$776.30

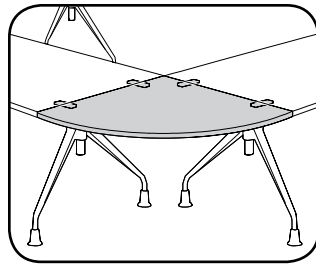
This 90° corner table desk stands alone or works with other Avive™ tables. It is available with a right- or left-hand extension.
Depth: 24" or 30"
Width: 18 configuration options, 42" to 72"

Extended Corner Table Desk with Ellipse End (DL4xx) **Starting at \$572.60**

This 90° corner table desk stands alone or connects to other Avive™ tables. It is available with a right- or left-hand extension.
Depth: 24" or 30"
Width: 5 options, 42" to 72"; 18 configurations



Rectangular Extension
Starting at \$234.15



Quarter-Round Link
Starting at \$120.75

Rectangular Extension (DL9x1)
Starting at \$234.15

This table extension has one open leg and two ganging plates.
Depth: 24" or 30"
Width: 24", 30", 36", or 42"

Quarter-Round Link (DL981)
Starting at \$120.75

This corner link connects two Avive™ squared-edge table desks at a 90° angle. Attachment hardware is included.
Depth: 24" or 30"

May we answer a question or help you find something? Give us a call at 801.363.5881

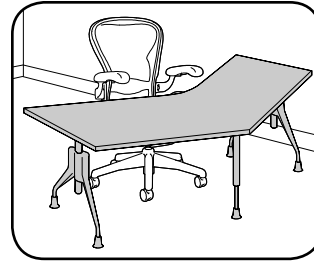
AVIVE™ TABLE DESKS

120° Corner Table Desk (DL461) Starting at \$463.05

This 120° corner table desk stands alone or connects to other Avive™ tables. It has two sets of open legs and one post leg.

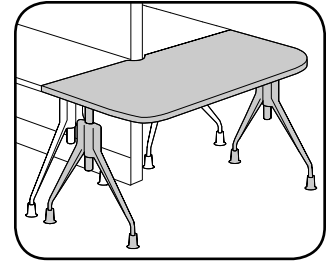
Depth: 23"

Width: 48", 52", 60", or 64"



120° Corner Table Desk

Starting at \$463.05



D-Shaped Table

Starting at \$409.85

D-Shaped Table (DL21x) Starting at \$409.85

This D-shaped table stands alone or works with other Avive tables. The 52" and 64" tables are designed with a cutout for Action Office® panels.

Depth: 30"

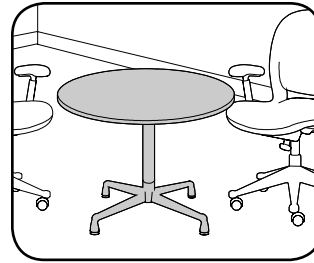
Width: 48", 52", 60", or 64"

Round Table (DL301) Starting at \$296.80

This round table stands alone with a glide or caster options. The 36" table has a universal base; the 42" table has a segmented base.

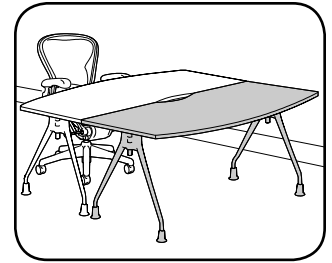
Diameter: 36" or 42"

Height: 29" with glides or 31" with casters



Round Table

Starting at \$296.80



Docking Table

Starting at \$476.35

Docking Table (DL311) Starting at \$476.35

This docking table can be used alone or dock with other tables in a collaborative environment. It has glide or caster options and is height adjustable.

Depth: 30"

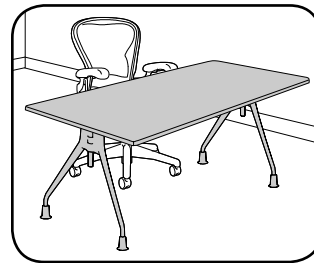
Width: 60"

Rectangular Table (DL321) Starting at \$396.90

This rectangular table has glide or caster options and is height adjustable.

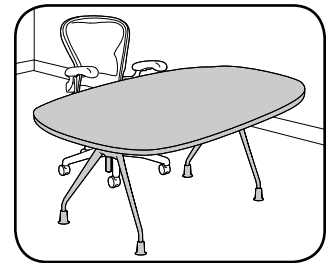
Depth: 24" or 30"

Width: 48", 54", 60", or 72"



Rectangular Table

Starting at \$396.90



Oval Table

Starting at \$401.10

Oval Table (DL341) Starting at \$401.10

This oval table has glide or caster options and is height adjustable.

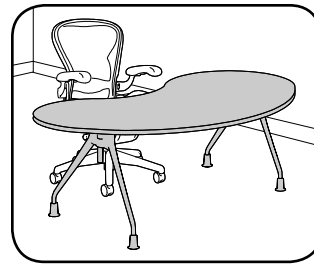
Depth: 32" or 36"

Width: 48", 54", 60", or 72"

Bean-Shaped Table (DL351) Starting at \$416.50

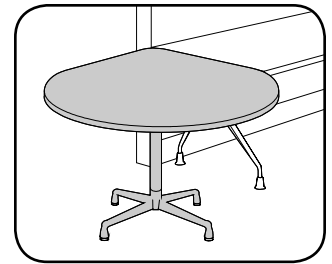
This table has an indented curve on the user side and an oval curve on the guest side. It has glide or caster options and is height adjustable.

Size: 32"x48" or 36"x54"



Bean-Shaped Table

Starting at \$416.50



Teardrop Table

Starting at \$298.55

Teardrop Table (DL381) Starting at \$298.55

This teardrop table stands alone with a glide or caster options. The 36" table has a universal base; the 42" table has a segmented base.

Diameter: 36" or 42"

Height: 29" with glides or 31" with casters

Additional information is available on our State web site: www.hbdg.com/utah

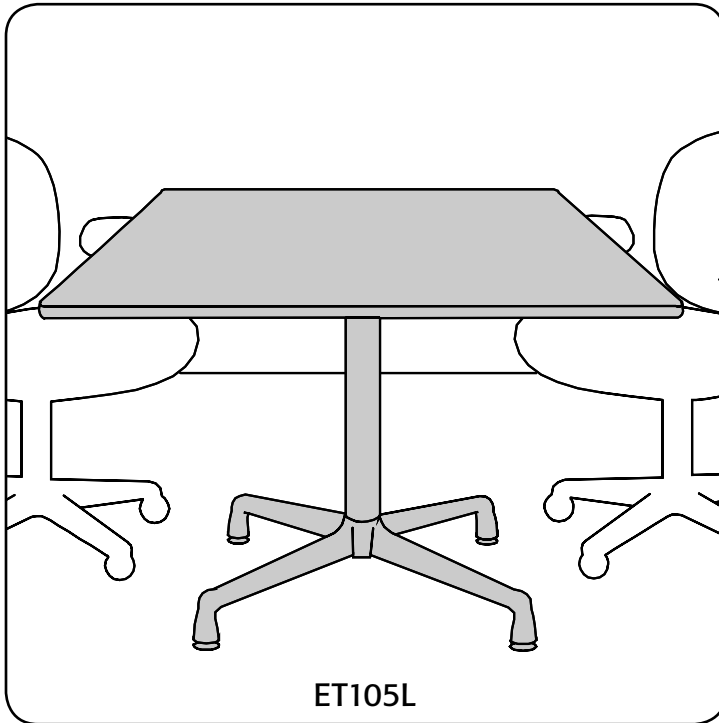
EAMES® TABLES

Base Model: \$185.50

- 36" Square Table
- Laminate Top with Vinyl Edge
- Painted Column & Base
- Adjustable Glides

Options:

- 8 Sizes of Round Tables (36"-96")
- 22 Standard Laminates
- 18 Wood Veneers
- 9 Edge Colors
- 7 Column & Base Finishes



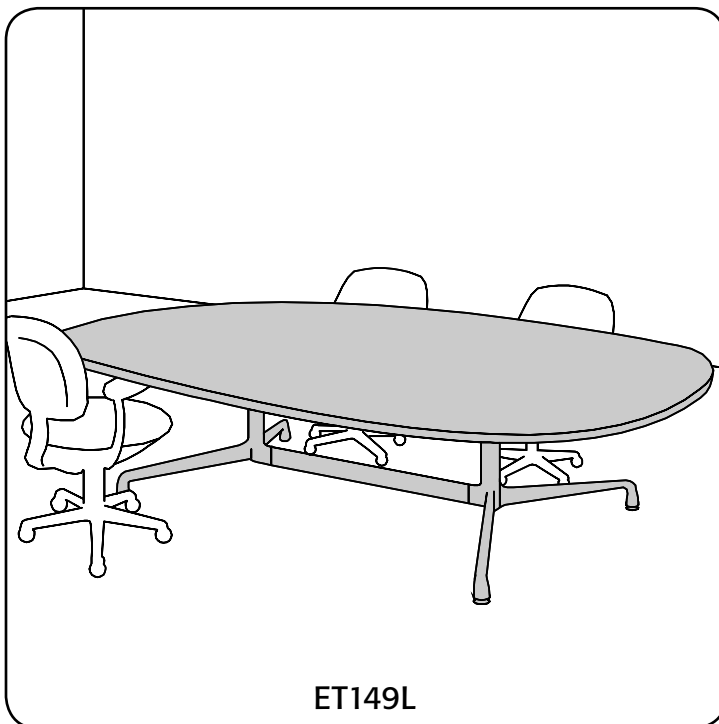
EAMES® TABLES

Base Model: \$586.60

- 36"x60" Oval Table
- Laminate Top with Vinyl Edge
- Painted Column & Base
- Adjustable Glides

Options:

- 16 Table Sizes:
36"-54" Deep, 60"-264" Wide
- 22 Standard Laminates
- 18 Wood Veneers
- 9 Edge Colors
- 7 Column & Base Finishes



May we answer a question or help you find something? Give us a call at 801.363.5881

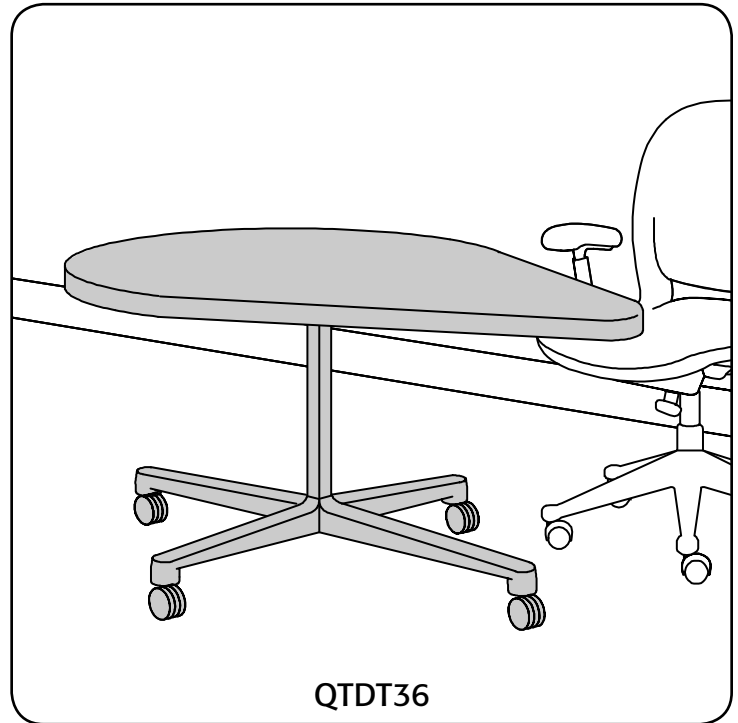
QTM TABLES

Base Model: \$319.20

- 36" x 42½" Teardrop Shape
- Laminate Top with Vinyl Edge
- Painted Column & Base
- 2 Locking / 2 Non-Locking Casters

Options:

- Wood Veneer Top and Edge
- 23 Laminate Finishes
- 11 Wood Veneers
- 30", 36", and 42" Round Tables
- 36" or 42" Square Tables



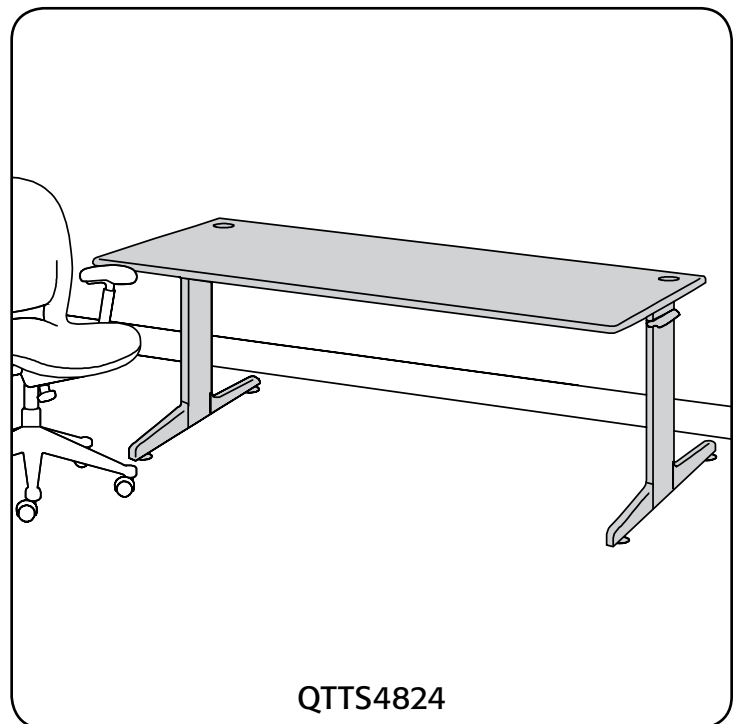
QTM TABLES

Base Model: \$260.40

- 48" Wide x 24" Deep
- Laminate Top with Vinyl Edge
- Painted Column & Base
- Standard Glides

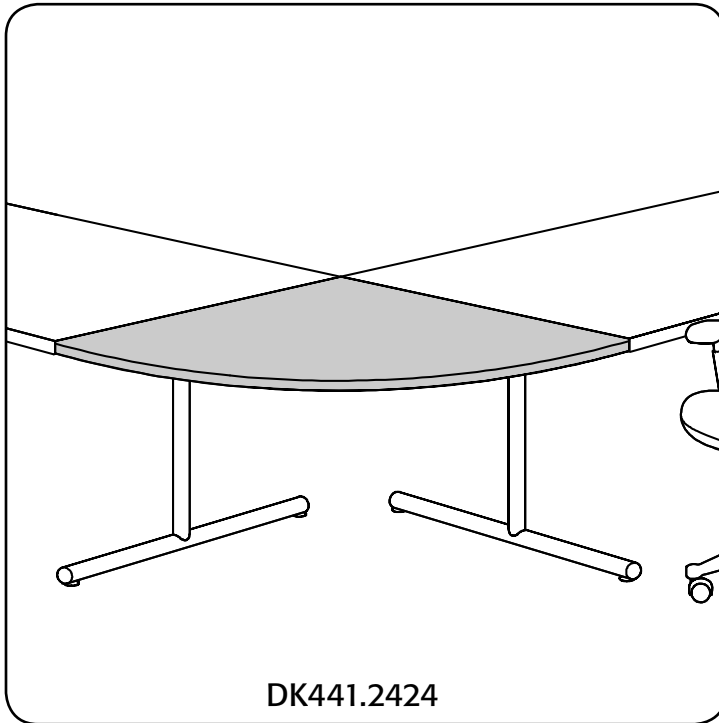
Options:

- 24" or 30" Deep, 48"-72" Wide
- 23 Laminate Finishes
- 11 Wood Veneers
- Modesty Panel
- Folding Legs
- Casters



Additional information is available on our State web site: www.hbdg.com/utah

CLT[®] TABLES



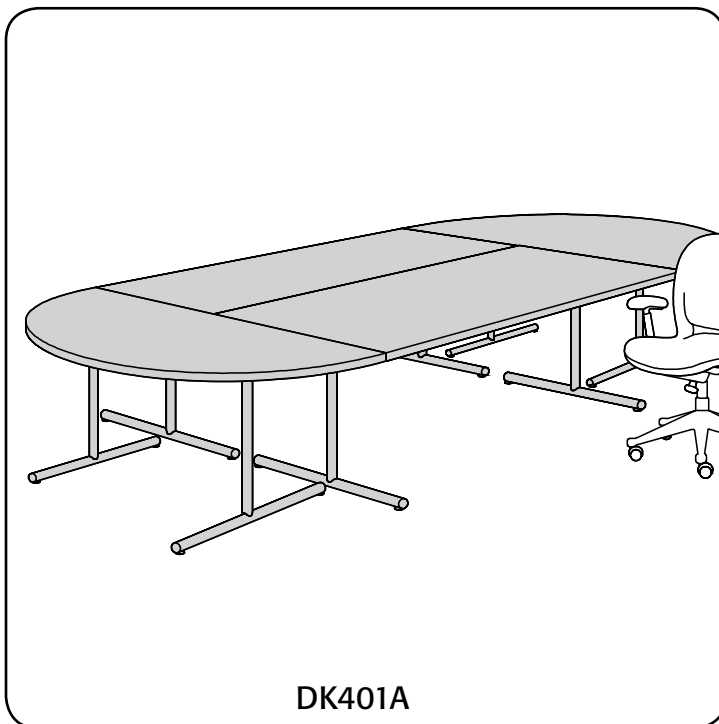
Quarter-Round Top: \$215.60

- 24" Wide x 24" Deep
- Laminate Top with Vinyl Edge
- Connects to Ganging Tables
- Forms a Corner Table

Options:

- Available for 30" & 36" Deep Tables
- 19 Standard Laminates
- 9 Wood Veneers
- 9 Edge Colors

CLT[®] TABLES



Modular Tables : \$1,817.20

- Group of Five Tables
- 96" Wide x 48" Deep Overall
- Laminate Top with Vinyl Edge
- Fixed Legs, Painted or Chrome

Options:

- 120" Wide x 60" Deep Overall
- 144" Wide x 72" Deep Overall
- 19 Standard Laminates
- 12 Edge Finishes (3 Wood)
- 7 Column & Base Finishes
- Folding Legs

May we answer a question or help you find something? Give us a call at 801.363.5881

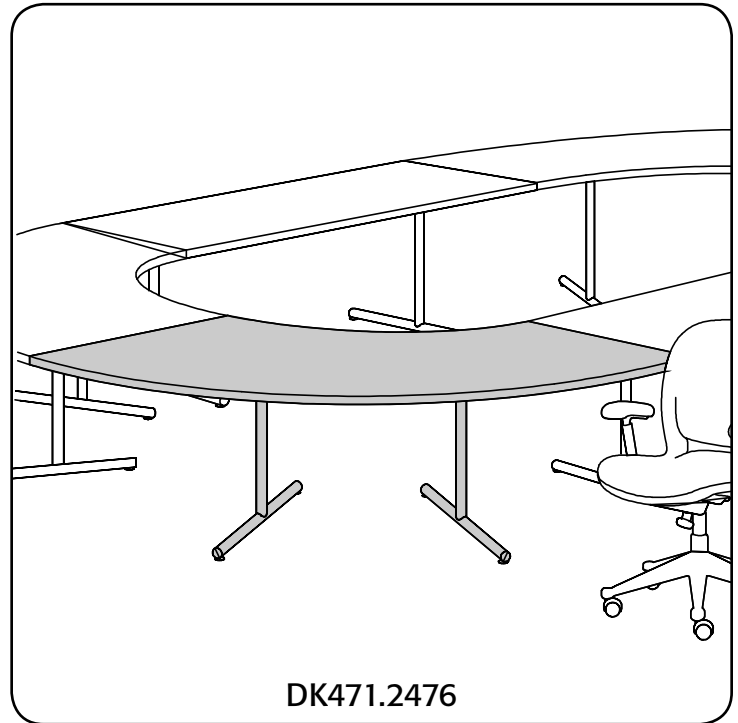
CLT[®] TABLES

Crescent Table: \$674.30

- 75½" Wide x 24" Deep
- Laminate Top with Vinyl Edge
- Fixed Legs
- Painted or Chrome Base

Options:

- 6 Crescent Sizes Available
- Fixed or Folding Legs
- Rectangular Tables (48" to 72" Wide)
- 19 Standard Laminates
- 12 Edge Finishes (3 Wood)



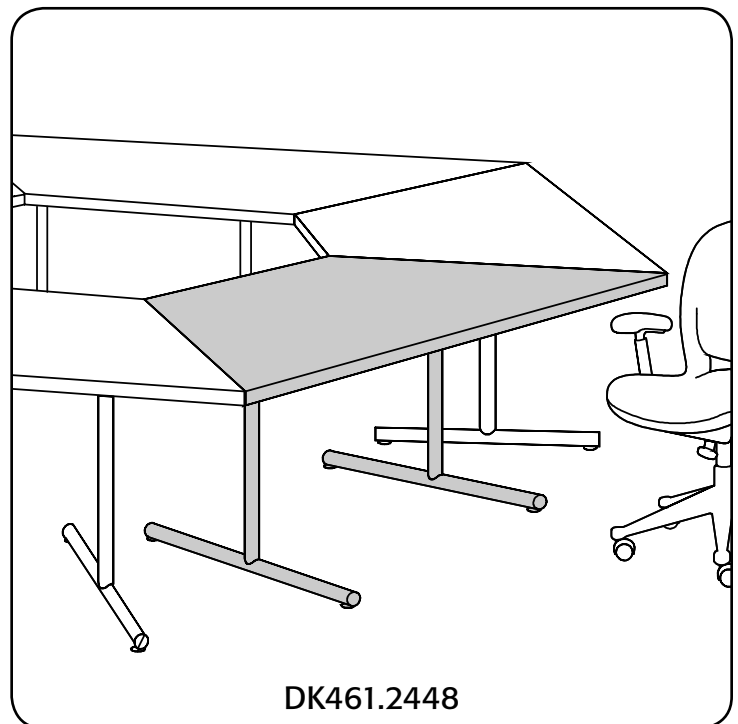
CLT[®] TABLES

Trapezoid Table: \$465.85

- 24" Side, 24" Back, 48" Front
- Laminate Top with Vinyl Edge
- Fixed Legs
- Painted or Chrome Base

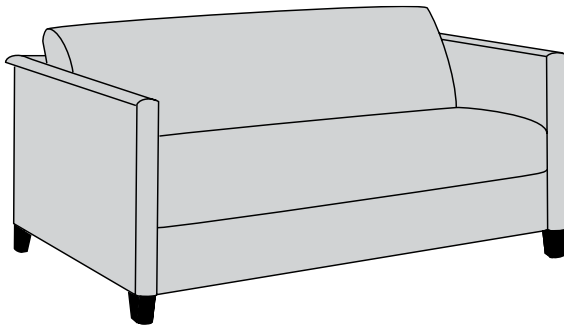
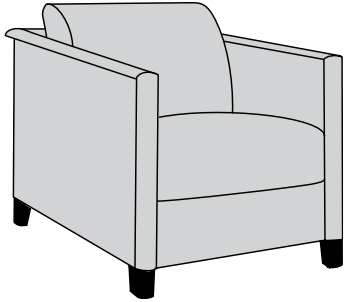
Options:

- Also in 30" Side, 30" Back, 60" Front
- Fixed or Folding Legs
- 19 Standard Laminates
- 12 Edge Finishes (3 Wood)
- 7 Column & Base Finishes



Additional information is available on our State web site: www.hbdg.com/utah

GEIGER UPTOWN™ LOUNGE SEATING

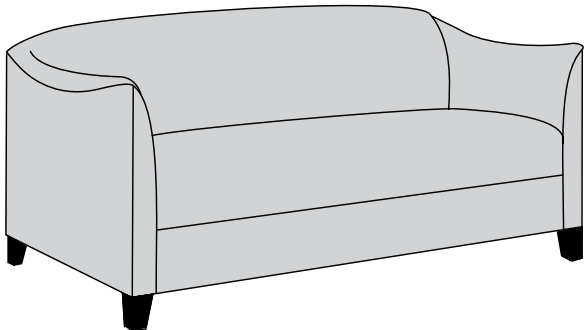
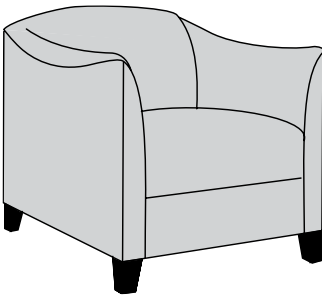


- Chair: 28" Deep, 28" Wide
- Settee: 28" Deep, 60" or 70" Wide
- Heights: 17" Seat, 26" Arm, 31" Overall
- Black Wood Legs

Product Information

Uptown™ Lounge Seating is a contemporary classic, featuring simplicity of design with exceptional detailing. It is available in a chair or settee version. Its scaled-down dimensions make it ideal for today's smaller office environments.

GEIGER DOWNTOWN™ LOUNGE SEATING



- Chair: 29" Deep, 30" Wide
- Settee: 29" Deep, 60" or 70" Wide
- Heights: 17" Seat, 25" Arm, 29" Overall
- Black Wood Legs

Product Information

Downtown™ Lounge Seating is another contemporary classic, designed by Mark Goetz and Timothy Richardz, featuring simplicity of design with exceptional detailing. It is available in a chair or settee version. Give us a call to see the full selection available on contract.

More lounge seating options are available through your account manager.

May we answer a question or help you find something? Give us a call at 801.363.5881

GEIGER MEDALLION™ GUEST CHAIRS

- Popular Collection of 12 Chairs
- Solid Beech Frames
- Open/Closed Backs, With/Without Arms
- 29 Styles of Geiger Guest Chairs Available

Product Information

The Medallion™ Collection offers a lower price point while maintaining the quality and integrity one expects from Geiger. New manufacturing techniques and a wider use of a state-of-the-art Computer Numerical Control (CNC) technology ensures consistent, quality product.

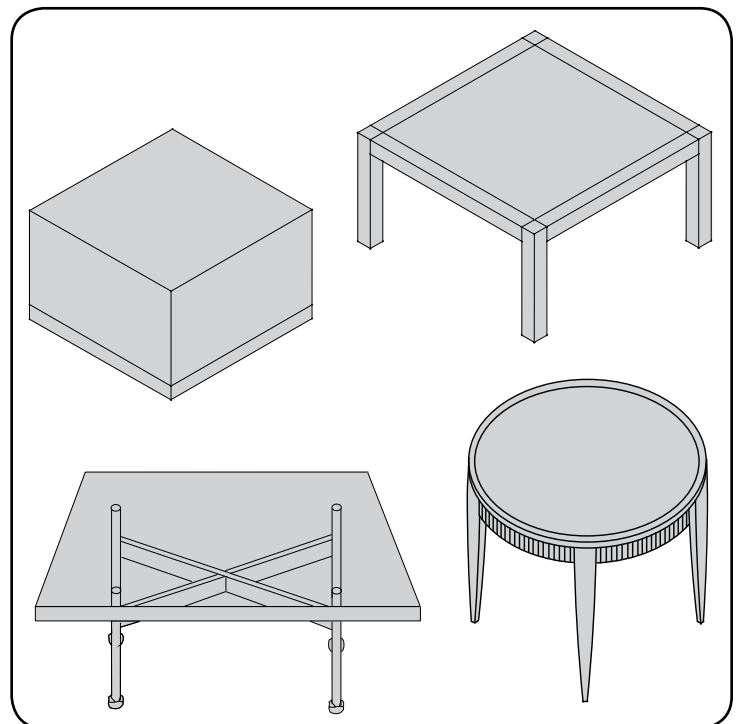


OCCASIONAL TABLES

- Wood Veneered Cubes and Drums
- Square or Round, 14" to 36" high
- Traditional to Contemporary
- 1/2" Glass, 3/4" Wood, or 3/4" Stone Tops

Product Information

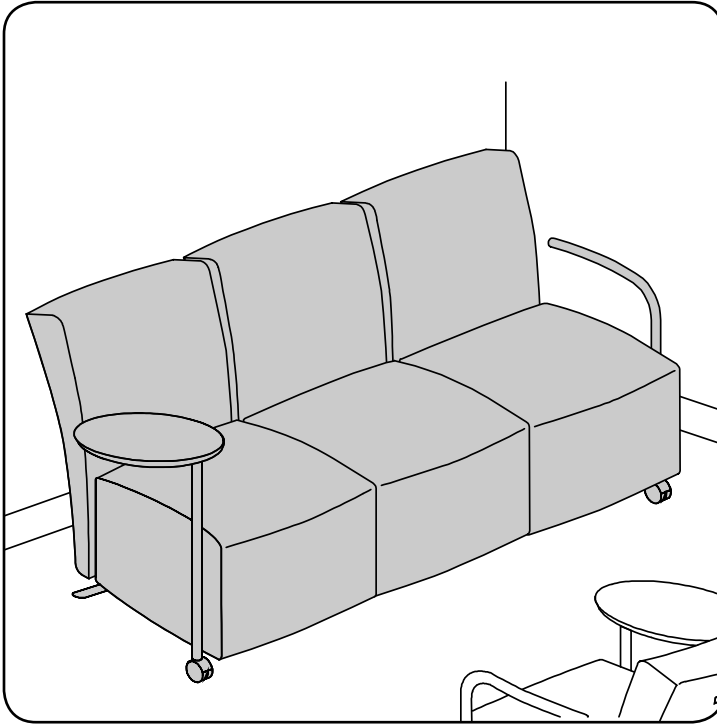
Geiger tables are available in metal or wood bases, with tops offered in an array of sizes, configurations, edge profiles, inlays, and marquetry. Finishes are designed to coordinate with or match your existing Geiger or Herman Miller furniture.



More side chair and table options are available through your account manager.

Additional information is available on our State web site: www.hbdg.com/utah

CELESTE™ LOUNGE CHAIR & SOFA

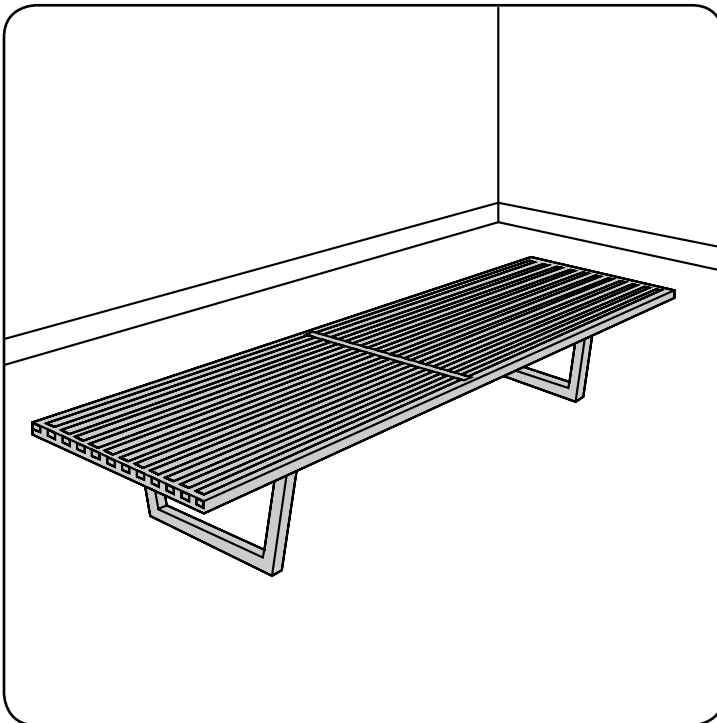


- Available with 1-, 2-, or 3-Seats
- Easy to Reconfigure
- Structural Foam Back
- Tablet Arms Add Versatility

Product Information

Celeste lounge chairs and sofas provide distinctively progressive solutions for casual meeting areas, lounges, and reception areas. With trim geometry and a modular design, Celeste seating supports comfortable sitting without taking up a lot of space.

NELSON™ PLATFORM BENCH



- Solid Maple Bench
- Ebonized Maple Base
- Metal Leveling Glides
- 48" to 72" Wide, 18½" Deep, 14" High

Product Information

The Nelson platform bench is a multipurpose resting place for people and their things. With its simple, spare lines, the bench is also a striking accent--a piece of art in itself that has become a sought-after collector's item for use in a vestibule, library, office, or public area.

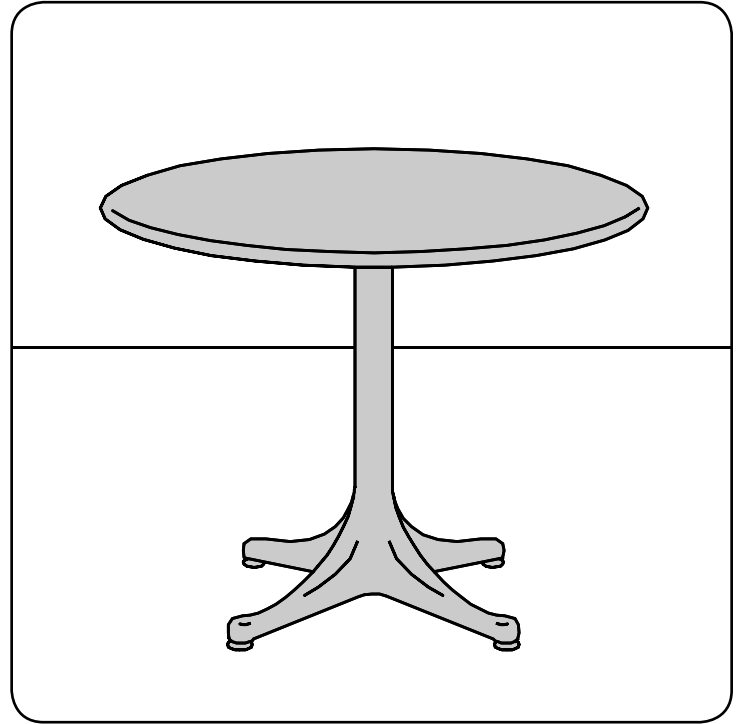
May we answer a question or help you find something? Give us a call at 801.363.5881

NELSON™ END TABLE

- Three Laminate Top Options
- Maple Veneer Edging
- Three Base Finishes
- 17" or 28½" Diameter, 16" or 21½" High

Product Information

The Nelson end table (1954) reflects the clean lines and pleasing balance of style and function that characterize all George Nelson's furniture creations. The round end table is a spot for flowers, a small lamp, a phone, an alarm clock, or a coffee mug.

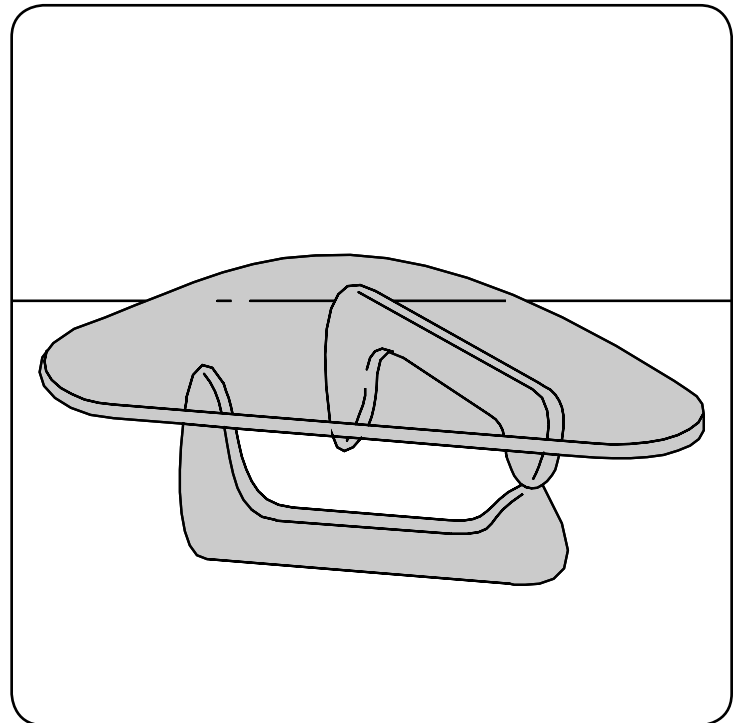


NOGUCHI TABLE

- ¾" Plate Glass Top
- Two-Piece Wood Base
- Available in Cherry, Black, or Walnut
- 50" Wide, 36" Deep, 15¾" High

Product Information

Sculptor Isamu Noguchi took wood and glass and blended them together to make this graceful, organic piece of furniture. The Noguchi table's balance of sculptural form and durable function has been seen in homes and offices since its introduction in 1948.



Additional information is available on our State web site: www.hbdg.com/utah

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May we answer a question or help you find something? Give us a call at 801.363.5881

GENERAL INFORMATION

This is a condensed version of the catalogs accessible to you on state contract. A full listing of items and options may be obtained by contacting your account manager. Additional information can also be found online by visiting www.hbdg.com/utah.

Pricing in this booklet is available to state agencies and political subdivisions (cities, counties, educational institutions, etc.).

All prices include delivery from the manufacturer directly to the customer location. Additional services, such as planning, design, warehousing, and installation, are not included.

Every effort is made to ensure accuracy in this catalog, however, price and availability is subject to change without notice. Please call Henriksen/Butler to confirm options and pricing information prior to ordering.

CONTACT Us

Salt Lake City Showroom

249 South 400 East
Salt Lake City, UT 84111
801.363.5881 ph
801.359.4326 fax

Southern Utah Contact

Mark Hendrickson
435.309.2448 direct
877.684.7054 fax
markh@hbdg.com e-mail

Las Vegas Showroom

241 W Charleston Blvd, #103
Las Vegas, NV 89102
702.309.2448 ph
702.309.2449 fax



Henriksen/Butler

Salt Lake - Las Vegas - Idaho Falls

249 South 400 East, Salt Lake City, UT 84111 ph 801.363.5881 fax 801.359.4326 www.hbdg.com

**State of Utah
Two Phase Bid
Statewide Contract for Freestanding Furniture**

TWO STEP BID PROCESS:

The first step of the process, the qualifying phase, is to ensure that the State of Utah will be contracting with the type(s) of vendor(s) that will provide for the special needs of the users and agencies and that these needs will be fulfilled in a professional way and timely manner. In order to be considered for the second phase or the pricing phase the vendor must meet all requirements of the first phase.

PHASE ONE- QUALIFYING:

The bidder must provide information for each of the requirements listed below that will assure the State of their ability to meet each of following requirements. **Please note, you must meet all of these requirements in order to proceed to Phase Two.**

All Henriksen Butler responses are listed in red.

Technical Requirements

1. Warranty must be all-inclusive with no exceptions on all contracted products. All parts must be fully covered for the full term of the manufacturer's published warranty. The published warranty must be at least 10 years in length and cover both parts and labor and three shifts with no limitations. All labor costs must be included in the warranty at no additional cost to the State of Utah. **Bidder must submit with their bid appropriate documentation (manufacturer's warranty) demonstrating compliance with all warranty requirements.**

Yes, Henriksen Butler meets this requirement. Herman Miller's warranty is included as an attachment in this bid.

- Herman Miller, Inc. warrants the products sold by it and its subsidiaries for 12 years from the date of purchase. There are no hidden disclaimers, no footnoted exclusions, and no limited lifetime language. The warranty covers parts and labor.

2. Bidder must have a store front business in the Ogden through Provo metropolitan area with a show room where the contract users can view the products awarded on the contract. **Include all appropriate business address in the bid.**

Yes, Henriksen Butler meets this requirement.

- Henriksen Butler Salt Lake Showroom
249 South 400 East

Salt Lake City, UT 84111

- Henriksen Butler St. George Showroom
2307 Santa Clara Drive, Suite G
Santa Clara, UT 84765
- Henriksen Butler Nevada Showroom
241 W. Charleston Blvd., Suite #103
Las Vegas, NV 89102
- Henriksen Butler Southeastern Idaho Office (no showroom)
3560 Rich Lane
Idaho Falls, ID 83406
- Henriksen Butler Services (no showroom)
3120 West California Avenue, Suite F
Salt Lake City, UT 84104

3. The vendor(s) who is awarded a contract must have a website where the contract users can view the products awarded on this contract with the contract price. The website and graphics must be in a format acceptable to the State of Utah. **If the bidder does not have a website that has this capability, the bidder will need to state what timelines will be put in place to accomplish this objective should they receive a contract.** It is the goal of the State that the contract users be able to order the product directly from this website. **Describe what steps your company has made toward this goal. Include the website address where the website can be viewed.**

Yes, Henriksen Butler meets this requirement.

- Website can be found at www.hbdg.com/utah
- Contract users will find an order form on this website that can be printed and faxed, or emailed directly to Henriksen Butler.

4. Bidder must have and maintain one or two dedicated representatives available during regular working hours to provide customer service i.e. telephone calls, product questions, order placement, warranty questions. **Describe in the bid how this will be accomplished.**

Yes, Henriksen Butler meets this requirement.

- Henriksen Butler currently has 13 Account Representatives in Utah – 12 work out of our Salt Lake showroom, and 1 works out of our St. George showroom covering all of Southern Utah. Of these 13 Representatives, 3 are dedicated to supporting Core State Agencies, and 7 support all other agencies that access State Contract, including cities, counties, municipalities, higher education facilities, school districts, etc.

- Henriksen Butler currently has 7 Project Managers and 9 Designers who assist our Account Representatives with customer telephone calls, order placement, space planning and overall management of projects and customer satisfaction.
- Henriksen Butler has one dedicated Service/Warranty Manager to manage all service and warranty requests. Contract users can contact her directly, in addition to their Account Representative, for assistance.
- Henriksen Butler has two Herman Miller representatives housed in our Salt Lake office who can also assist contract users with calls, product questions, order placement, warranty issues, etc.

5. Bidder must have and maintain one or two qualified service technicians on staff. **The bidder must submit with the bid, copies of certificates or other appropriate documentation from the manufacturer represented by the bidder. Describe the experience and expertise of these staff members.**

Yes, Henriksen Butler meets this requirement. Experience and expertise of three of our Lead Service Technicians/Installers is outlined below. Information regarding Herman Miller's Installation Certification program, along with Certificates of Achievement, are included as attachments with the bid.

- **Joe Asi:** Joe began installing office furniture in 1983 in Irvine, California for the local Haworth dealer, where he became a Haworth certified installer. In 1993, he moved his family to Salt Lake City, Utah and began working with Jeff Evans at O.S.I (now known as Source One). In 1998 Joe left Source One and moved to Equipment Installers to work with Jeff Evans again and Tony Coda. Joe then went to work directly for the Bureau of Reclamation as an in-house installer and mover to help with the remodel of the Federal Building in Salt Lake City. In 2004, Joe joined the full time staff at Henriksen Butler Services, again with Jeff Evans and Tony Coda, as a lead installer. Joe has a strong background in office furniture installation and service, and a long history of working with the management staff at Henriksen Butler Services.
- **Tom Watts:** Tom started his long installation career at Salt Lake Desk in 1984 as an installer and delivery driver. In 1990, he joined Jeff Evans at O.S.I. as a lead installer, installing a wide variety of office products. In 1996 Tom moved to Equipment Installers to work with Tony Coda and Jeff Evans. Tom spent 6 years at Equipment Installers as lead installer before joining Henriksen Butler Services in 2002 as a Lead Installer. Tom has a strong background in all facets of installation and service work involved in the contract furniture industry.
- **James Carlsson:** James began his furniture installation career in 1985 while attending the University of Utah. James worked for Equipment Installers from that time until 2001 when he joined Henriksen Butler Services as a Lead Installer. James has a very strong background with installation and service for most of the major office furniture manufacturers.

6. Bidder must have available hard copies of all catalogues awarded in this bid. In addition, bidders awarded contracts must provide a product catalogue specific to the State of Utah which will include pictures, product descriptions, and prices for all items awarded through this bid. All catalogues must be provided at no charge at the request of the contract user. Include a copy of a user specific catalogue the bidder has provided in the past. **If the bidder does not have an existing user specific catalogue describe what steps and timelines your company will put in place to accomplish this goal should they be awarded a contract.**

Yes, Henriksen Butler meets this requirement. A .PDF version of the Catalog is included as an attachment with the bid. A hard copy can be provided upon request.

7. New Products within the awarded product line that meet the original quality and ergonomic requirements may be submitted by the contractor for add-on to the existing contract. Pricing shall be equivalent to the percentage discount for each brand or class of product originally awarded. **The bidder will provide a statement that they understand and will follow this policy.**

Yes, Henriksen Butler understands and will follow this policy.

8. In the event that a product or model awarded under this contract is discontinued by the manufacturer, the contractor shall give official notification to the State requesting the removal of the discontinued product line/series from the contract. Such notification shall be supported by the manufacturer's public announcement regarding the product discontinuance. The removal of the product shall be final for the remaining term of the contract. The contractor shall not be allowed to provide a substitute product for the discontinued item under this contract. **Bidder will provide a statement that they understand and will follow this policy.**

Yes, Henriksen Butler understands and will follow this policy.

9. All items shall be completely assembled when delivered. All pricing must include delivery and installation for all areas within the State of Utah. The contractor shall provide assistance in proper ergonomic set up with the end user. Installed delivery shall be defined as being completely assembled, delivered and set up at the specific designated location within the ordering agency. All packaging will be removed by the contractor. **Bidder will provide a statement that they understand and will follow this policy.**

Yes, Henriksen Butler understands and will follow this policy.

10. **Bidder must list three references (company, address, phone, and contact person) where you have provided furniture in the last two years in the State of Utah.** These references will be contracted to determine, among other items, customer service, quality of service, repair/replacement /warranty work, delivery timelines, product recommendation.

Yes, references are listed below:

Reference 1

- ADMINISTRATIVE OFFICE OF THE COURT
450 South State
Salt Lake City, UT
(801) 578-3967
Contact: Janice Ashby, Purchasing Agent

Reference 2

- UTAH COUNTY
100 East Center Street
Provo, UT
(801) 851-8143
Contact: Steve White, Utah County Commissioner

Reference 3

- UTAH STATE UNIVERSITY
1195 East 700 North
Logan, UT 84322
(435) 797-3771
Contact: Tom Graham, Architect

11. **Bidder must demonstrate the ability to provide these services in all areas of the State. Describe your organization's plan and philosophy toward maintaining a staff that is qualified to provide the service requirements as described in this bid and how they will provide these required services through out the State of Utah.**

Yes, Henriksen Butler meets this requirement.

- Henriksen Butler has a large number of Account Representatives, Designers, Project Managers and service personnel which allows us to provide comprehensive coverage state-wide (see answer to #4 above outlining number of employees in each department). Our team has the knowledge and ability to administer the state contract and service state clients. This sizeable team allows us to have someone at any location within the state on short notice. Our \$250 million installed base of furniture within the state also results in representatives of our company being present throughout the state on a regular basis to service both state and commercial customers.

We are the only dealership based on the Wasatch Front to have a physical presence and representative based in St. George to cover Southern Utah. We have a showroom location in St. George and are working to hire a service technician and sales support person in that market over the next 6 - 12 months. Our St. George showroom has a complete stock of "Try-a-Chairs" which are available for state clients to demo at no charge. We also have a representative that makes a weekly trip to Logan.

12. In case of a repair or replacement of a chair or other freestanding furniture under warranty becomes necessary, the contractor shall act as a servicing agent for the manufacturer to remedy the problem. All repair/replacement work shall be coordinated by the contractor. All repair work must be completed within one business week of initial notification. All defective products/components shall be replaced or exchanged by the contractor within seven days of initial notification. If the chair or other contracted furniture needs to be removed from the office where it is located, the contractor shall provide loaner furniture until repair or replacement can be completed. All repair/replacement work shall be completed at no cost to the State during the warranty period. The contractor is also required to have sufficient parts inventory. **Describe in the bid how the bidder will provide this service.**

Yes, Henriksen Butler meets this requirement.

- Henriksen Butler will provide all service and repair work required on Herman Miller Furniture purchased by state agencies or political sub-divisions. We have read and understand the service requirements outlined in the bid document. Under Herman Miller's warranty, there is no charge to state clients for parts or labor within the 12 year warranty period. The following capabilities allow H/B to provide the high level of service expected by our customers:
 1. Vickie Gerhart is our full time customer service person that does nothing but respond to the service needs of our customers. She has been with HB for over ten years and is completely versed in the products, warranties, processes and wide range of needs represented by our customers.
 2. HB employs over 22 Herman Miller trained and certified installers and service technicians that are capable of meeting the service requirements of the state.
 3. H/B maintains a significant parts inventory that allows us to meet the current and future needs of our clients.
 4. HB agrees to maintain an adequate number of loaner chairs that can be provided to state customers should repairs require us to remove the product from their office.

HB has been successfully servicing Herman Miller furniture purchased by the state for the past 20 years. Anyone can make promises, but HB has the proven track record to back it up. We take hundreds of calls a month from state agencies and political sub-divisions needing additional product or service associated with the very large base of furniture utilized by the state and its political sub-divisions.

13. **Bidder must include a statement that they understand that they must comply with all reporting requirements as described in this bid and they also understand that non compliance will result with termination of a resultant contract.**

Yes, Henriksen Butler understands and will comply with all reporting requirements. We also understand that non-compliance will result in termination of this contract.

14. All seating, desks, filing, storage cabinets and bookcases must meet or exceed ANSI/BIFMA (American National Standards Institute and Business and Institutional Furniture Manufacturer's Association) testing standards. **Documentation demonstrating these testing standards must be submitted with this bid.**

Yes, Henriksen Butler meets this requirement.

- Products submitted for bid will meet or exceed ANSI/BIFMA testing standards, and specific documentation for the products bid will be submitted in Phase Two.

In most cases, ANSI-BIFMA standards are the minimum level of performance acceptable, with Herman Miller's standards frequently requiring product performance levels of several times the ANSI-BIFMA minimums in order to perform to our customers' expectations.

Attached is the ANSI-BIFMA test report for the Aeron chair to demonstrate the testing standards used by Herman Miller.

15. Bidder must have available an employee who can conduct ergonomic seminars for contract users to assure proper use, healthy work habits and proper interface with the user's furniture, if requested. **Describe in the bid the qualifications and experience of individual who will be providing this service.**

Yes, Henriksen Butler meets this requirement. More information on the F.I.T. program listed below is included as an attachment in this bid.

- Henriksen Butler Account Representatives receive training on all products and are proficient in working with end users to assure proper use, healthy work habits, and proper interface with Herman Miller furniture.

In addition, Herman Miller has a team of ergonomic specialists who work with clients on workstation evaluations, seminars, and training. Among the group are Certified Professional Ergonomists, certified through the Board of Certification for Professional Ergonomists.

Finally, Herman Miller has formed an alliance with Future Industrial Technologies (F.I.T.). F.I.T. focuses on teaching healthful behaviors and attitudes to individual employees, one on one. F.I.T. has a network of over 1,200 healthcare professionals; they travel throughout the United States, conducting research-based, hands-on, interactive training programs and are available upon request.

Office Seating Requirements

16. Bidder must have demonstration chairs available to take to any state facility for use on a trial basis at no charge. Failure to maintain availability of demonstration models during

the contract may result in contract cancellation. **Describe in the bid how this will be accomplished.**

Yes, Henriksen Butler meets this requirement. See attached document outlining the Herman Miller “Try-a-Chair” program.

- Henriksen Butler has a “Try-a-Chair” program in place that provides demo chairs to customers at no charge. Each year, HB will respond to anywhere from 150-200 customer requests to try one, or several of our chairs. There are over 85 single chairs currently in our Try-a-chair inventory.

Customers access this program by working directly with one of our Account Representatives. The Account Representative can schedule delivery for 1 or 2 chairs for a single individual to try. On larger projects, when a department or agency is unsure of which chair to choose for their new space, the Account Representative can provide our entire portfolio of chairs. Either way, it’s no-risk, no-cost, no-obligation to the customer.

17. **Include a copy of the manufacturer’s product non-obsolescence policy and availability of service for parts for chairs up to 20 years old.**

Yes, Non-obsolescence policy listed below:

- Herman Miller products are designed to grow and evolve as customers’ needs grow and evolve. The idea is that an entire system does not become obsolete, but features and functions of that system are added when needed and dropped when no longer viable. Herman Miller supports its customers’ investment by continuing to make available either the specific product or its functional equivalent. Two good examples are that service parts are still available for the original Ergon chair produced and sold in 1976 and the original Action Office systems produced and sold in 1968.

18. Bidder must have seating that accommodates a wide range of user sizes (e.g. 5th percentile female to 95th percentile male). **Describe in the bid the range and types of chairs that fit this requirement.**

Yes, Henriksen Butler meets this requirement.

- Herman Miller has seating products that accommodate a wide range of user sizes. There are more than 25 different seating lines for office task work, executive/managerial settings, conference rooms, and reception areas. All work chairs have common features (cross-performance capability, tilt-tension adjustment, three arm styles, 300-pound weight limits, and 12-year, 3-shift warranty). Herman Miller has seating products available in three sizes (A, B, and C) in addition to highly-adjustable one-size chairs. The one-size, highly-adjustable chairs fit the 5th percentile female to the 95th percentile male. Chairs available in three sizes actually accommodate the 1st percentile female to the 99th percentile male.

Vendor: **Henriksen Butler**

State of Utah Invitation to Bid State Cooperative Contract

Company Name Henriksen Butler		Federal Tax Identification Number 87-0556996	
Ordering Address 249 South 400 East	City Salt Lake City	State UT	Zip Code 84111
Remittance Address (if different from ordering address)	City	State	Zip Code
Type <input type="radio"/> Corporation <input type="radio"/> Partnership <input type="radio"/> Proprietorship <input type="radio"/> Government	Company Contact Person Paige Wright		
Telephone Number (include area code) 801-363-5881	Fax Number (include area code) 801-359-4326	Email Address pwright@hbdg.com	
Discount Terms(for bid purposes, bid discounts less than 30 days will not be considered) Length of Contract & extensions		Days Required for Delivery After Receipt of Order (see attached for any required minimums) 15-40 Business Days	
Brand/Trade Name Herman Miller, Inc., it's owned companies and formal alliance companies		Price Guarantee Period (see attached specifications for any required minimums) 1 Year from contract start date	
Minimum Order \$0		Company's Internet Web Address www.hbdg.com	
The undersigned certifies that the goods or services offered are produced, mined, grown, manufactured, or performed in Utah. Yes <input checked="" type="radio"/> No <input type="radio"/> . If no, enter where produced, etc. West Michigan, USA			
Offeror's Authorized Representative's Signature Paige Wright		Print or type name and title Vice President, Sales	Date 5/1/2006
State of Utah Division of Purchasing Approval Douglas G. Richins, Director		Date	Contract Number

Note: When approved and signed by the State Director of Purchasing, this document becomes the contract.

STATE OF UTAH



SOLICITATION NO. RC6914

Freestanding Furniture, desks, files, chairs, etc.

RESPONSES ARE DUE PRIOR TO:

May 3, 2006 2:00:00 PM MDT

RESPONSES MAY BE SUBMITTED ELECTRONICALLY TO:

www.rfpdepot.com

RESPONSES MAY BE MAILED OR DELIVERED TO:

State of Utah
Division of Purchasing
3150 State Office Building, Capitol Hill
Salt Lake City, Utah 84114-1061

Bid RC6914

Freestanding Furniture, desks, files, chairs, etc.

Bid Number RC6914
Bid Title Freestanding Furniture, desks, files, chairs, etc.

Bid Start Date Apr 20, 2006 8:11:48 AM MDT
Bid End Date May 3, 2006 2:00:00 PM MDT

Bid Contact Rosalie Nance
Purchasing
801-538-3145
rnance@utah.gov

Contract Duration 3 years
Contract Renewal 4 annual renewals
Prices Good for 1 year

Bid Comments This is a statewide, multiple award bid. The first step of the bid process, the qualifying phase, is to ensure that the State of Utah will be contracting with the type(s) of vendor (s) whose products will provide for the special needs of the users and agencies. These needs must be fulfilled in a professional way and timely manner.

In order to be considered for the second phase or the pricing phase the vendor must meet all the technical requirements of the first phase.

The technical requirements have been attached to this bid. You will need to respond to each of the requirements.

You will need to submit your response electronically through RFP Depot.

Added on Apr 26, 2006:
Contract duration has increased to 4 annual renewals for a total of 5 years.

Bidders are not required to be within 100 miles from 84103. However, they must have a showroom along the wasatch front.
Added on Apr 27, 2006:

The State of Utah is soliciting bids for freestanding metalframe office furniture. It does not include solid wood furniture.

This bid is for "Grade A" quality furniture. Approved manufacturers are Steelcase, Allsteel, Herman-Miller, and Haworth. Furniture submitted for this bid must equal or exceed their specifications.

Changes made on Apr 26, 2006 3:08:44 PM MDT

Previous Contract Renewal 2 annual renewals

New Contract Renewal 4 annual renewals

Changes made on Apr 27, 2006 12:30:05 PM MDT

Item Response Form

Item RC6914-1-01 - Freestanding Furniture

Quantity 1 contract

Prices are not requested for this item.

Delivery Location State of Utah

No Location Specified

Qty 1

Description

No price will be required at this time



State of Utah

Invitation to Bid

State Cooperative Contract

Company Name _____		Federal Tax Identification Number _____	
Ordering Address _____	City _____	State _____	Zip Code _____
Remittance Address (if different from ordering address) _____	City _____	State _____	Zip Code _____
Type <input type="radio"/> Corporation <input type="radio"/> Partnership <input type="radio"/> Proprietorship <input type="radio"/> Government		Company Contact Person _____	
Telephone Number (include area code) _____	Fax Number (include area code) _____	Email Address _____	
Discount Terms (for bid purposes, bid discounts less than 30 days will not be considered) _____		Days Required for Delivery After Receipt of Order (see attached for any required minimums) _____	
Brand/Trade Name _____		Price Guarantee Period (see attached specifications for any required minimums) _____	
Minimum Order _____		Company's Internet Web Address _____	
The undersigned certifies that the goods or services offered are produced, mined, grown, manufactured, or performed in Utah. Yes <input type="radio"/> No <input type="radio"/> . If no, enter where produced, etc. _____			
Offeror's Authorized Representative's Signature _____		Print or type name and title _____	Date _____
State of Utah Division of Purchasing Approval Douglas G. Richins, Director		Date _____	Contract Number _____

Note: When approved and signed by the State Director of Purchasing, this document becomes the contract.

INVITATION TO BID - INSTRUCTIONS AND GENERAL PROVISIONS STATE COOPERATIVE CONTRACT

1. SUBMITTING THE BID: (a) The Utah Division of Purchasing and General Services (DIVISION) prefers that bids be submitted electronically. Electronic bids may be submitted through a secure mailbox at RFP Depot, LLC (www.rfpdepot.com) until the date and time as indicated in this document. It is the sole responsibility of the supplier to ensure their bid reaches RFP Depot, LLC before the closing date and time. There is no cost to the supplier to submit Utah's electronic bids via RFP Depot, LLC. (b) If the supplier chooses to submit the bid directly to the DIVISION in writing: The bid must be signed in ink, sealed in a properly addressed envelope, and delivered to the Division of Purchasing, 3150 State Office Building, Capitol Hill, Salt Lake City, UT 84114-1061 by the "Due Date and Time." The "Bid Number" and "Due Date" must appear on the outside of the envelope. All prices and notations must be in ink or typewritten. Each item must be priced separately. Unit price shall be shown and a total price shall be entered for each item bid. Errors may be crossed out and corrections printed in ink or typewritten adjacent and must be initialed in ink by person signing bid. Unit price will govern, if there is an error in the extension. Written bids will be considered only if it is submitted on the forms provided by the DIVISION. (c) Bids, modifications, or corrections received after the closing time on the "Due Date" will be considered late and handled in accordance with the Utah Procurement Rules, section R33-3-109. (d) Facsimile transmission of bids to DIVISION will not be considered.

2. BID PREPARATION: (a) Delivery time is critical and must be adhered to as specified. (b) Wherever in this document an item is defined by using a trade name of a manufacturer and/or model number, it is intended that the words, "or equivalent" apply. "Or equivalent" means any other brand that is equal in use, quality, economy and performance to the brand listed as determined by the DIVISION. If the supplier lists a trade name and/or catalog number in the bid, the DIVISION will assume the item meets the specifications unless the bid clearly states it is an alternate, and describes specifically how it differs from the item specified. All bids must include complete manufacturer's descriptive literature if quoting an equivalent product. All products are to be of new, unused condition, unless otherwise requested in this solicitation. (c) By submitting the bid the supplier certifies that all of the information provided is accurate, that they are willing and able to furnish the item(s) specified, and that prices quoted are correct. (d) This bid may not be withdrawn for a period of 60 days from bid due date.

3. FREIGHT COST: Suppliers are to provide line item pricing FOB Destination Freight Prepaid. Unless otherwise indicated on the contract/purchase order, shipping terms will be FOB Destination Freight Prepaid.

4. SOLICITATION AMENDMENTS: All changes to this solicitation will be made through written addendum only. Bidders are cautioned not to consider verbal modifications.

5. PROTECTED INFORMATION: Suppliers are required to mark any specific information contained in their bid which they are claiming as protected and not to be disclosed to the public or used for purposes other than the evaluation of the bid. Each request for non-disclosure must be made by completing the "Confidentiality Claim Form" located at: <http://www.purchasing.utah.gov/contractinfo/ConfidentialityClaimForm.doc> with a specific justification explaining why the information is to be protected. Pricing and service elements of any bid will not be considered proprietary. All material becomes the property of the DIVISION and may be returned only at the DIVISION's option. Bids submitted may to be reviewed and evaluated by any persons at the discretion of the DIVISION.

6. SAMPLES: Samples of item(s) specified in this bid, when required by DIVISION, must to be furnished free of charge to DIVISION. Any item not destroyed by tests may, upon request made at the time the sample is furnished, be returned at the bidder's expense.

7. AWARD OF CONTRACT: (a) The contract will to be awarded with reasonable promptness, by written notice, to the lowest responsible bidder that meets the specifications. Consideration will to be given to the quality of the product(s) to be supplied, conformity to the specifications, the purpose for which required, delivery time required, discount terms and other criteria set forth in this invitation to bid. (b) The bids are opened publicly. The name of each bidder and the amount of the bid is recorded. Each bid, and the record, is open to public inspection. (c) The DIVISION may accept any item or group of items, or overall low bid. The DIVISION has the right to cancel this invitation to bid at any time prior to the award of contract. (d) The DIVISION can reject any and all bids. And it can waive any informality, or technicality in any bid received, if

the DIVISION believes it would serve the best interest of the State. (e) Before, or after, the award of a contract the DIVISION has the right to inspect the bidder's premises and all business records to determine the holder's ability to meet contract requirements. (f) DIVISION does not guarantee to make any purchase under awarded contract(s). Estimated quantities are for bidding purposes only, and not to be interpreted as a guarantee to purchase any amount. (g) Utah has a reciprocal preference law which will be applied against bidders bidding products or services produced in states which discriminate against Utah products. For details see Section 63-56-404 and 63-56-405, Utah Code Annotated. (h) Bid tabulations and awards are posted www.purchasing.utah.gov/BidProcessing/BidTabulations.asp. (i) Multiple contracts may be awarded if the DIVISION determines it would be in its best interest.

8. DIVISION APPROVAL: Purchase orders placed, or contracts written, with the State of Utah, as a result of this bid, will not be legally binding without the written approval of the director of the DIVISION.

9. DEBARMENT: The CONTRACTOR certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction (contract) by any governmental department or agency. If the CONTRACTOR cannot certify this statement, attach a written explanation for review by the DIVISION.

10. ENERGY CONSERVATION AND RECYCLED PRODUCTS: The contractor is encouraged to offer Energy Star certified products or products that meet FEMP (Federal Energy Management Program) standards for energy consumption. The State of Utah also encourages contractors to offer products that are produced with recycled materials, where appropriate, unless otherwise requested in this solicitation.

11. GOVERNING LAWS AND REGULATIONS: All State purchases are subject to the Utah Procurement Code, Title 63 Chapter 56 U.C.A. 1953, as amended, and the Procurement Rules as adopted by the Utah State Procurement Policy Board. These are available on the Internet at www.purchasing.utah.gov.

(Revision: 2 February 2006 - ITB Instructions)

Standard Contract Terms and Conditions State of Utah, State Cooperative Contract

- 1. AUTHORITY:** Provisions of this contract are pursuant to the authority set forth in 63-56, Utah Code Annotated, 1953, as amended, Utah State Procurement Rules (Utah Administrative Code Section R33), and related statutes which permit the STATE to purchase certain specified services, and other approved purchases for the STATE.
- 2. CONTRACT JURISDICTION, CHOICE OF LAW, AND VENUE:** The provisions of this contract shall be governed by the laws of the State of Utah. The parties will submit to the jurisdiction of the courts of the State of Utah for any dispute arising out of this Contract or the breach thereof. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake Co.
- 3. LAWS AND REGULATIONS:** The Contractor and any and all supplies, services, equipment, and construction proposed and furnished under this contract will comply fully with all applicable Federal and State laws and regulations.
- 4. RECORDS ADMINISTRATION:** The Contractor will maintain, or supervise the maintenance of all records necessary to properly account for the payments made to the Contractor for costs authorized by this contract. These records will be retained by the Contractor for at least four years after the contract terminates, or until all audits initiated within the four years have been completed, whichever is later. The Contractor agrees to allow the State and Federal auditors, and State agency staff, access to all the records to this contract, for audit and inspection, and monitoring of services. Such access will be during normal business hours, or by appointment.
- 5. CONFLICT OF INTEREST:** Contractor certifies that it has not offered or given any gift or compensation prohibited by the laws of the State of Utah to any officer or employee of the STATE or participating political subdivisions to secure favorable treatment with respect to being awarded this contract.
- 6. INDEPENDENT CONTRACTOR:** Contractor will be an independent Contractor, and as such will have no authorization, express or implied to bind the STATE to any agreements, settlements, liability or understanding whatsoever, and agrees not to perform any acts as agent for the STATE, except as expressly set forth herein. Compensation stated herein will be the total amount payable to the Contractor by the STATE. The Contractor will be responsible for the payment of all income tax and social security tax due as a result of payments received from the STATE for these contract services. Persons employed by the STATE and acting under the direction of the STATE will not be deemed to be employees or agents of the Contractor.
- 7. INDEMNITY CLAUSE:** The Contractor will release, protect, indemnify and hold the STATE and the respective political subdivisions and their officers, agencies, employees, harmless from and against any damage, cost or liability, including reasonable attorney's fees for any or all injuries to persons, property or claims for money damages arising from acts or omissions of the Contractor, his employees or subcontractors or volunteers.
- 8. EMPLOYMENT PRACTICES CLAUSE:** The Contractor agrees to abide by the provisions of Title VI and VII of the Civil Rights Act of 1964 (42USC 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; and further agrees to abide by Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; 45 CFR 90 which prohibits discrimination on the basis of age; and Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabilities. Also, the Contractor agrees to abide by Utah's Executive Order, dated March 17, 1993, which prohibits sexual harassment in the work place.
- 9. SEVERABILITY:** If any provision of this contract is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected; and the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular provision held to be invalid.
- 10. RENEGOTIATION OR MODIFICATIONS:** The terms of this contract will not be waived, altered, modified, supplemented or amended in any manner whatsoever without prior written approval of the State Director of Purchasing. Automatic renewals will not apply to this contract.
- 11. DEBARMENT:** The Contractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction (contract), by any governmental department or agency. If the Contractor cannot certify this statement, attach a written explanation for review by the STATE. The Contractor must notify the State Director of Purchasing within 30 days if debarred by any governmental entity during the Contract period.
- 12. TERMINATION:** Unless otherwise stated in the Special Terms and Conditions, this contract may be terminated, with cause by either party, in advance of the specified termination date, upon written notice being given by the other party. The party in violation will be given ten (10) working days after notification to correct and cease the violations, after which the contract may be terminated for cause. This contract may be terminated without cause, in advance of the specified expiration date, by either party, upon 90 days prior written notice being given the other party. On termination of this contract, all

accounts and payments will be processed according to the financial arrangements set forth herein for approved services rendered to date of termination.

13. NONAPPROPRIATION OF FUNDS: The Contractor acknowledges that the State cannot contract for the payment of funds not yet appropriated by the Utah State Legislature. If funding to the State is reduced due to an order by the Legislature or the Governor, or is required by State law, or if federal funding (when applicable) is not provided, the State may terminate this contract or proportionately reduce the services and purchase obligations from the State upon 30 days written notice. In the case that funds are not appropriated or are reduced, the State will reimburse Contractor for products delivered or services performed through the date of cancellation or reduction, and the State will not be liable for any future commitments, penalties, or liquidated damages.

14. TAXES: Proposal prices will be exclusive of state sales, use and federal excise taxes. The State of Utah's sales and use tax exemption number is E33399. The tangible personal property or services being purchased are being paid from STATE funds and used in the exercise of that entity's essential functions. If the items being purchased are construction materials, they will be converted into real property by employees of this government entity, unless otherwise stated in the contract, or contract orders. The State of Utah's Federal excise exemption number is 87-780019K.

15. WARRANTY: The Contractor agrees to warrant and assume responsibility for all products (including hardware, firmware, and/or software products) that it licenses, contracts, or sells to the State of Utah under this contract for a period of one year, unless otherwise specified and mutually agreed upon elsewhere in this contract. The Contractor (seller) acknowledges that all warranties granted to the buyer by the Uniform Commercial Code of the State of Utah apply to this contract. Product liability disclaimers and/or warranty disclaimers from the seller are not applicable to this contract unless otherwise specified and mutually agreed upon elsewhere in this contract. In general, the Contractor warrants that: (1) the product will do what the salesperson said it would do, (2) the product will live up to all specific claims that the manufacturer makes in their advertisements, (3) the product will be suitable for the ordinary purposes for which such product is used, (4) the product will be suitable for any special purposes that the STATE has relied on the Contractor's skill or judgment to consider when it advised the STATE about the product, (5) the product has been properly designed and manufactured, and (6) the product is free of significant defects or unusual problems about which the STATE has not been warned. Remedies available to the STATE include the following: The Contractor will repair or replace (at no charge to the STATE) the product whose nonconformance is discovered and made known to the Contractor in writing. If the repaired and/or replaced product proves to be inadequate, or fails of its essential purpose, the Contractor will refund the full amount of any payments that have been made. Nothing in this warranty will be construed to limit any rights or remedies the State of Utah may otherwise have under this contract.

16. PARTICIPANTS: This is a contract to provide the State of Utah government departments, institutions, agencies and political subdivisions (i.e., colleges, school districts, counties, cities, etc.) with the goods and/or services described in the proposal.

17. POLITICAL SUBDIVISION PARTICIPATION: Participation under this contract by political subdivisions (i.e., colleges, school districts, counties, cities, etc.) will be voluntarily determined by the political subdivision. The Contractor agrees to supply the political subdivisions based upon the same terms, conditions and prices.

18. QUANTITY ESTIMATES: The STATE does not guarantee to purchase any amount under the contract to be awarded. Estimated quantities are for proposing purposes only and are not to be construed as a guarantee to purchase any amount.

19. DELIVERY: The prices proposed will be the delivered price to any state agency or political subdivision. Unless otherwise specified by the State, all deliveries will be F.O.B. destination with all transportation and handling charges paid by the Contractor. Responsibility and liability for loss or damage will remain with Contractor until final inspection and acceptance when responsibility will pass to the Buyer except as to latent defects, fraud, and Contractor's warranty obligations. The minimum shipment amount will be found in the special terms and conditions. Any order for less than the specified amount is to be shipped with the freight prepaid and added as a separate item on the invoice. Any portion of an order to be shipped without transportation charges that is back ordered will be shipped without transportation charges.

20. REPORTS: The Contractor will submit quarterly reports to the State Purchasing Agent showing the quantities and dollar volume of purchases by each agency and political subdivision.

21. PROMPT PAYMENT DISCOUNT: Offeror may quote a prompt payment discount based upon early payment; however, discounts offered for less than 30 days will not be considered in making the award. The prompt payment discount will apply to payments made with purchasing cards and checks. The date from which discount time is calculated will be the date a correct invoice is received or receipt of shipment, whichever is later; except that if testing is performed, the date will be the date of acceptance of the merchandise.

22. FIRM PRICES: Unless otherwise stated in the special terms and conditions, for the purpose of award, offers made in accordance with this solicitation must be good and firm for a period of ninety (90) days from the date of proposal opening.

23. PRICE GUARANTEE, ADJUSTMENTS: The contract pricing resulting from this proposal will be guaranteed for the

period specified. Following the guarantee period, any request for price adjustment must be for an equal guarantee period, and must be made at least 30 days prior to the effective date. Requests for price adjustment must include sufficient documentation supporting the request. Any adjustment or amendment to the contract will not be effective unless approved by the State Director of Purchasing. The STATE will be given the immediate benefit of any decrease in the market, or allowable discount.

24. ORDERING AND INVOICING: Orders will be placed by the using agencies directly with the Contractor. All orders will be shipped promptly in accordance with the delivery guarantee. The Contractor will then promptly submit invoices to the ordering agency. The STATE contract number and the agency ordering number will appear on all invoices, freight tickets, and correspondence relating to the contract order. The prices paid by the STATE will be those prices on file with the Division of Purchasing. The STATE has the right to adjust or return any invoice reflecting incorrect pricing.

25. PAYMENT: Payments are normally made within 30 days following the date the order is delivered or the date a correct invoice is received, whichever is later. After 45 days the Contractor may assess overdue account charges up to a maximum rate of one percent per month on the outstanding balance. Payments may be made via a State of Utah (or political subdivision) "Purchasing Card" (major credit card). All payments to the Contractor will be remitted by mail unless paid by Purchasing Card.

26. MODIFICATION OR WITHDRAWAL OF PROPOSALS: Proposals may be modified or withdrawn prior to the time set for the opening of proposals. After the time set for the opening of proposals, no proposals may be modified or withdrawn.

27. PROPOSAL PREPARATION COSTS: The STATE is not liable for any costs incurred by the offeror in proposal preparation.

28. INSPECTIONS: Goods furnished under this contract will be subject to inspection and test by the Buyer at times and places determined by the Buyer. If the Buyer finds goods furnished to be incomplete or not in compliance with proposal specifications, the Buyer may reject the goods and require Contractor to either correct them without charge or deliver them at a reduced price which is equitable under the circumstances. If Contractor is unable or refuses to correct such goods within a time deemed reasonable by the Buyer, the Buyer may cancel the order in whole or in part. Nothing in this paragraph will adversely affect the Buyer's rights including the rights and remedies associated with revocation of acceptance under the Uniform Commercial Code.

29. PATENTS, COPYRIGHTS, ETC.: The Contractor will release, indemnify and hold the Buyer, its officers, agents and employees harmless from liability of any kind or nature, including the Contractor's use of any copyrighted or un-copyrighted composition, secret process, patented or un-patented invention, article or appliance furnished or used in the performance of this contract.

30. ASSIGNMENT/SUBCONTRACT: Contractor will not assign, sell, transfer, subcontract or sublet rights, or delegate responsibilities under this contract, in whole or in part, without the prior written approval of the State Director of Purchasing.

31. DEFAULT AND REMEDIES: Any of the following events will constitute cause for the STATE to declare Contractor in default of the contract: 1. Nonperformance of contractual requirements; 2. A material breach of any term or condition of this contract. The STATE will issue a written notice of default providing a period in which Contractor will have an opportunity to cure. Time allowed for cure will not diminish or eliminate Contractor's liability for liquidated or other damages. If the default remains, after Contractor has been provided the opportunity to cure, the STATE may do one or more of the following: 1. Exercise any remedy provided by law; 2. Terminate this contract and any related contracts or portions thereof; 3. Impose liquidated damages, if liquidated damages are listed in the contract; 4. Suspend Contractor from receiving future proposal solicitations.

32. FORCE MAJEURE: Neither party to this contract will be held responsible for delay or default caused by fire, riot, acts of God and/or war which is beyond that party's reasonable control. The STATE may terminate this contract after determining such delay or default will reasonably prevent successful performance of the contract.

33. HAZARDOUS CHEMICAL INFORMATION: The Contractor will provide one set of the appropriate material safety data sheet(s) and container label(s) upon delivery of a hazardous material to the user agency. All safety data sheets and labels will be in accordance with each participating state's requirements.

34. NON-COLLUSION: By signing the proposal, the offeror certifies that the proposal submitted has been arrived at independently and has been submitted without collusion with, and without any agreement, understanding or planned common course of action with, any other vendor of materials, supplies, equipment or services described in the Solicitation, designed to limit independent proposing or competition.

35. PUBLIC INFORMATION: Except as identified in writing and expressly approved by the State Division of Purchasing, Contractor agrees that the contract and related Sales Orders and Invoices will be public documents, as far as distribution of copies, and Contractor gives the STATE express permission to make copies of the contract, the response to the solicitation, and related Sales Orders and Invoices in accordance with the State of Utah Government Records Access and Management Act. The permission to make copies as noted will take precedence over any statements of confidentiality, proprietary

information, or copyright information.

36. PROCUREMENT ETHICS: The Contractor understands that a person who is interested in any way in the sale of any supplies, services, construction, or insurance to the State of Utah is violating the law if the person gives or offers to give any compensation, gratuity, contribution, loan or reward, or any promise thereof to any person acting as a procurement officer on behalf of the State, or who in any official capacity participates in the procurement of such supplies, services, construction, or insurance, whether it is given for their own use or for the use or benefit of any other person or organization (63-56-1002, Utah Code Annotated, 1953, as amended).

37. ENERGY CONSERVATION AND RECYCLED PRODUCTS: The contractor is encouraged to offer Energy Star certified products or products that meet FEMP (Federal Energy Management Program) standards for energy consumption. The State of Utah also encourages contractors to offer products that are produced with recycled materials, where appropriate, unless otherwise requested in this solicitation.

38. CONFLICT OF TERMS: Contractor Terms and Conditions that apply must be in writing and attached to the contract. No other Terms and Conditions will apply to this contract including terms listed or referenced on a Contractor's website, terms listed in a Contractor quotation/sales order, etc. In the event of any conflict in the contract terms and conditions, the order of precedence shall be: 1. Attachment A: State of Utah Standard Contract Terms and Conditions; 2. State of Utah Contract Signature Page(s); 3. Additional State Terms and Conditions; 4. Contractor Terms and Conditions.

39. ENTIRE AGREEMENT: This Agreement, including all Attachments, and documents incorporated hereunder, and the related State Solicitation constitutes the entire agreement between the parties with respect to the subject matter, and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written. The terms of this Agreement shall supersede any additional or conflicting terms or provisions that may be set forth or printed on the Contractor's work plans, cost estimate forms, receiving tickets, invoices, or any other related standard forms or documents of the Contractor that may subsequently be used to implement, record, or invoice services hereunder from time to time, even if such standard forms or documents have been signed or initialed by a representative of the State. The parties agree that the terms of this Agreement shall prevail in any dispute between the terms of this Agreement and the terms printed on any such standard forms or documents, and such standard forms or documents shall not be considered written amendments of this Agreement.

Revision date: 2 Feb 2006

**State of Utah
Two Phase Bid
Statewide Contract for Freestanding Furniture**

TWO STEP BID PROCESS:

The first step of the process, the qualifying phase, is to ensure that the State of Utah will be contracting with the type(s) of vendor(s) that will provide for the special needs of the users and agencies and that these needs will be fulfilled in a professional way and timely manner. In order to be considered for the second phase or the pricing phase the vendor must meet all requirements of the first phase.

PHASE ONE- QUALIFYING:

The bidder must provide information for each of the requirements listed below that will assure the State of their ability to meet each of following requirements. **Please note, you must meet all of these requirements in order to proceed to Phase Two.**

Technical Requirements

1. Warranty must be all-inclusive with no exceptions on all contracted products. All parts must be fully covered for the full term of the manufacturer's published warranty. The published warranty must be at least 10 years in length and cover both parts and labor and three shifts with no limitations. All labor costs must be included in the warranty at no additional cost to the State of Utah. **Bidder must submit with their bid appropriate documentation (manufacturer's warranty) demonstrating compliance with all warranty requirements.**
2. Bidder must have a store front business in the Ogden through Provo metropolitan area with a show room where the contract users can view the products awarded on the contract. **Include all appropriate business address in the bid.**
3. The vendor(s) who is awarded a contract must have a website where the contract users can view the products awarded on this contract with the contract price. The website and graphics must be in a format acceptable to the State of Utah. **If the bidder does not have a website that has this capability, the bidder will need to state what timelines will be put in place to accomplish this objective should they receive a contract.**
It is the goal of the State that the contract users be able to order the product directly from this website. **Describe what steps your company has made toward this goal. Include the website address where the website can be viewed.**

4. Bidder must have and maintain one or two dedicated representatives available during regular working hours to provide customer service i.e. telephone calls, product questions, order placement, warranty questions. **Describe in the bid how this will be accomplished.**
5. Bidder must have and maintain one or two qualified service technicians on staff. **The bidder must submit with the bid, copies of certificates or other appropriate documentation from the manufacturer represented by the bidder. Describe the experience and expertise of these staff members.**
6. Bidder must have available hard copies of all catalogues awarded in this bid. In addition, bidders awarded contracts must provide a product catalogue specific to the State of Utah which will include pictures, product descriptions, and prices for all items awarded through this bid. All catalogues must be provided at no charge at the request of the contract user. **Include a copy of a user specific catalogue the bidder has provided in the past. If the bidder does not have an existing user specific catalogue describe what steps and timelines your company will put in place to accomplish this goal should they be awarded a contract.**
7. New Products within the awarded product line that meet the original quality and ergonomic requirements may be submitted by the contractor for add-on to the existing contract. Pricing shall be equivalent to the percentage discount for each brand or class of product originally awarded. **The bidder will provide a statement that they understand and will follow this policy.**
8. In the event that a product or model awarded under this contract is discontinued by the manufacturer, the contractor shall give official notification to the State requesting the removal of the discontinued product line/series from the contract. Such notification shall be supported by the manufacturer's public announcement regarding the product discontinuance. The removal of the product shall be final for the remaining term of the contract. The contractor shall not be allowed to provide a substitute product for the discontinued item under this contract. **Bidder will provide a statement that they understand and will follow this policy.**

9. All items shall be completely assembled when delivered. All pricing must include delivery and installation for all areas within the State of Utah. The contractor shall provide assistance in proper ergonomic set up with the end user. Installed delivery shall be defined as being completely assembled, delivered and set up at the specific designated location within the ordering agency. All packaging will be removed by the contractor. **Bidder will provide a statement that they understand and will follow this policy.**
10. **Bidder must list three references (company, address, phone, and contact person) where you have provided furniture in the last two years in the State of Utah.** These references will be contracted to determine, among other items, customer service, quality of service, repair/replacement /warranty work, delivery timelines, product recommendation.
11. **Bidder must demonstrate the ability to provide these services in all areas of the State. Describe your organization's plan and philosophy toward maintaining a staff that is qualified to provide the service requirements as described in this bid and how they will provide these required services through out the State of Utah..**
12. In case of a repair or replacement of a chair or other freestanding furniture under warranty becomes necessary, the contractor shall act as a servicing agent for the manufacturer to remedy the problem. All repair/replacement work shall be coordinated by the contractor. All repair work must be completed within one business week of initial notification. All defective products/components shall be replaced or exchanged by the contractor within seven days of initial notification. If the chair or other contracted furniture needs to be removed from the office where it is located, the contractor shall provide loaner furniture until repair or replacement can be completed. All repair/replacement work shall be completed at no cost to the State during the warranty period. The contractor is also required to have sufficient parts inventory. **Describe in the bid how the bidder will provide this service.**

13. **Bidder must include a statement that they understand that they must comply with all reporting requirements as described in this bid and they also understand that non compliance will result with termination of a resultant contract.**
14. All seating, desks, filing, storage cabinets and bookcases must meet or exceed ANSI/BIFMA(American National Standards Institute and Business and Institutional Furniture Manufacturer's Association) testing standards. **Documentation demonstrating these testing standards must be submitted with this bid.**
15. Bidder must have available an employee who can conduct ergonomic seminars for contract users to assure proper use, healthy work habits and proper interface with the user's furniture, if requested. **Describe in the bid the qualifications and experience of individual who will be providing this service.**

Office Seating Requirements

16. Bidder must have demonstration chairs available to take to any state facility for use on a trial basis at no charge. Failure to maintain availability of demonstration models during the contract may result in contract cancellation. **Describe in the bid how this will be accomplished.**
17. **Include a copy of the manufacturer's product non-obsolescence policy and availability of service for parts for chairs up to 20 years old.**
18. Bidder must have seating that accommodates a wide range of user sizes (e.g. 5th percentile female to 95th percentile male). **Describe in the bid the range and types of chairs that fit this requirement**

ATTACHMENT E
Freestanding Furniture
RC
Phase 1 Qualifying Phase

The bidder must meet all the requirements in order to proceed to Phase 2 pricing.

BIDDER NAME: _____ SCORE: _____

EVALUATOR: _____ DATE: _____

	Acceptable	Potentially Acceptable	Unacceptable	Evaluator notes
1. Warranty is all-inclusive with no exceptions and the published warranty is at least 10 years with three shifts, no limitations.				
2. The bidder has a store front business with a showroom within the Wasatch Front.				
3. The bidder has a website where the contract users can view awarded contract items, If the bidder does not have the website there is a plan that will be put in place to provide a website with the required information if awarded a contract.				
4. The bidder has one or two dedicated representatives to provide customer service during regular working hours.				
5. The bidder has a qualified service technician on staff and has included copies of certificates/documentation from the manufacturer the bidder represents.				
6. The bidder has included a copy of a product catalogue specific to an awarded contract user. If the bidder does not have the required catalogue, there is a plan that will be put in place to provide the catalogue if awarded a contract.				
7. The bidder has provided a written statement that they understand that new products within an awarded product line must meet the original requirements and				

have the same pricing.				
8. The Bidder has provided a written statement that they understand that discontinued items will not be substituted by other items and will require written notification.				
9. The bidder has provided a written statement that they agree to deliver all contracted items fully assembled and delivered to the agencies specifications.				
10. The bidder has included three references.				
11. The bidder has submitted their organization's philosophy and methods of providing service throughout the State of Utah.				
12. The bidder has submitted an appropriate plan to provide warranty/repair service for all bid items				
13. The bidder has provided a written statement that they will comply with all reporting requirements as described in this bid.				
14. All items submitted for consideration in this bid meet ANSI/BIFMA testing standards.				
15. Bidder has available employee(s) who can conduct ergonomic seminars and advise contract users.				
16. Bidder has demonstration chairs that will be available for use on a trial basis				
17. Non-obsolescence policy and availability of service for chairs up to 20 yrs old				
18. Wide range of seating available to fit all sizes of adults.				